

Personnel

Series 400

Policy Title: Abuse of Students by School District Employees

Code: 402.3-E-2

Report of Level I Investigation

Student's name: _____

Student's age: _____ Student's grade: _____ Student's school: _____

Student's address: _____

Name of accused school employee: _____

Building: _____

Name and address of person filing report: _____

Name and address of student's parent or guardian, if different from person filing report: _____

Date report of abuse was filed: _____

Allegation is of: _____ physical abuse _____ sexual abuse*

Describe the nature, extent, and cause of the student's injury, if any and if known: (Attach additional pages if needed):

Describe your investigation: Attach additional pages if needed. (Please do not use student witnesses' full names.)

*Were parent(s) or guardian(s) advised of their right to see and hear any interview of their pre-kindergarten through sixth grade children who are alleged victims of or a witness in a sexual abuse investigation?

_____ Yes _____ No Was the right exercised? _____ Yes _____ No

LEVEL ONE INVESTIGATOR'S REPORT FORM:

Were audiotapes made of any interviews? _____ Yes _____ No

Were videotapes made of any interviews? _____ Yes _____ No

Was any action taken to protect the student during or as a result of the investigation?
_____ Yes _____ No

If yes, describe:

- _____ student excused from school
 - _____ school employee placed on leave
 - _____ student assigned to different class
 - _____ other (please specify) _____
-

Level I investigator's conclusions:

- _____ The complaint is being dismissed for lack of jurisdiction.
- _____ Physical abuse was alleged, but no allegation of injury was made.
- _____ Physical abuse was alleged, but no evidence of physical injury exists and the nature of the alleged incident makes it unlikely an injury, as defined in the rules, occurred.
- _____ Sexual abuse was alleged, but the alleged actions of the school employee, even if true, would not meet the definition of sexual abuse in the rules.
- _____ Alleged victim was not a student at the time of the incident.
- _____ Alleged school employee is not currently employed by this school district.
- _____ Alleged incident did not occur on school grounds, on school time, at a school-sponsored activity, nor in a school-related context.
- _____ The complaint has been investigated and concluded at Level I as unfounded.
- _____ Complaint was withdrawn.
- _____ Insufficient evidence exists that an incident of abuse, as defined in the rules, took place.
- _____ The complaint has been investigated at Level I and is founded.
- _____ The investigation is founded at Level I and is being turned over to Level II for further investigation.
- _____ Investigation of the complaint was deferred at Level I and referred to law enforcement at this time.

_____ The investigation is concluded at Level I because the accused school employee has admitted the violation, has resigned, or has agreed to relinquish any teaching license held.

CURRENT STATUS OF INVESTIGATION:

_____ Closed. No further investigation is warranted.

_____ Deferred to law enforcement.

_____ Closed and referred to school officials for further investigation as a personnel matter.

_____ Turned over to Level II investigator.

Other comments: _____

I have given a copy of the report of abuse and of this investigative report to the employee named in the report, the employee's supervisor, and the student's parent or guardian and informed the person filing the report of the options of contacting law enforcement, private counsel, or the State Board of Educational Examiners, if the accused school employee holds an Iowa teacher's certificate or license.

Name of Investigator (please print)

Investigator's Place of Employment

Signature of Investigator

Date

Reviewed: February 4, 2008
February 4, 2013
November 6, 2017

Amended: September 11, 2006