

## Title IX Incident Report Form

Any student who believes that he or she has been subjected to sexual or gender-based harassment, any parent or guardian of such a student, or any student who believes that another student is being subjected to sexual or gender-based harassment is encouraged to report the harassment to CMS, specifically to the school principal and to the District's Title IX Coordinator. One way of reporting an incident of sexual harassment or discrimination based on sex is to submit this form. The form may be completed anonymously.

Name and title of person completing the Form (please include your contact information):

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School name: \_\_\_\_\_

Name of Complainant/Victim: \_\_\_\_\_

Against Whom (specify if CMS student or employee, if known): \_\_\_\_\_

Date of incident: \_\_\_\_\_

Description of the incident (please include as much detail as possible, including who, what, where, when and how):

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Signature \_\_\_\_\_ Date \_\_\_\_\_

***Submit copies to:***

•School principal

Additional resources may be found on CMS's Title IX website: <http://www.cms.k12.nc.us/titleix>