## OSSBA POLICY SERVICES

FB-E3

WRITTEN REPORT		
On the day of, 20 an allegation of sexual harassment was provided to the school district. The allegations were as follows (insert allegations in summary format). I conducted an investigation into the allegations as follows (summarize investigation and include evidence).		
This document is formal notice to both parties of the evidence.		
	Sincerely,	
	Investigator	
doption Date:	Revision Date(s):	Page 1 of 1