

File GBG-E(1) Report by Employee of An Assault Employee _____ School _____

_____ Student(s) _____

_____ Physical/verbal assault occurred (Date) _____

_____ Time _____

Employee's verbal account given:

(Immediate supervisor) (Date) (Time)

(Immediate supervisor must follow procedures outlined in GAEA-R).

In the space below, write a full account of the incident. Use the back of the page for additional space, if necessary.

Do you plan to file a court action against the student(s)/employee(s)?

_____ Yes _____ No _____ N/A

If so, you should have an attorney with you at the time you sign the petition at the police department or the sheriff's office. to discuss obtaining the services of any attorney for this purpose, call the superintendent's office at 733-6041.

Employee's Signature

Send this form through your immediate supervisor to the superintendent's office as soon as possible.

Richland County School District One
