



# Uniform Complaint Procedure Form

REACH Leadership STEAM Academy

From the [California Department of Education](#):

## "What is a Uniform Complaint Procedures (UCP) complaint?"

A Uniform Complaint Procedures (UCP) complaint is a written and signed statement alleging a violation of federal or state laws or regulations, which may include an allegation of unlawful discrimination, harassment, intimidation, or bullying...Some complaints may be filed anonymously. A complaint filed on behalf of an individual student may only be filed by that student or that student's duly authorized representative. If the person making the complaint is unable to put the complaint in writing, due to conditions such as a disability or illiteracy, the [Charter School] shall assist the complainant in the filing of the complaint. UCP complaints are filed with [the school director] or their designee."

**Name of Person Making the Complaint:**

**Student Name if Applicable:**

**Address**

**Phone Number**

**Email**

**For allegation(s) of noncompliance, please check the program or activity referred to in your complaint, if applicable:**

Educational requirements for students in foster care, homeless students, students from military families, and students formerly in a juvenile court school. (Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, 51225.2)

Local Control and Accountability Plan. (Education Code 52075)

Student fees. (Education Code 49010-49013)

Special Education

Local Control Funding Formula

**For allegation(s) of unlawful discrimination, harassment, intimidation or bullying, please check all categories that may apply:**

- Age                      Ancestry                      Color                      Disability (Mental or Physical)
- Ethnic Group Identification                      Gender/Gender Expression/Gender Identity
- National Origin                      Race                      Religion                      Sex (Actual or Perceived)
- Sexual Orientation (Actual or Perceived)

Association with a person or group with one or more of these actual or perceived characteristics

**Please state facts about the complaint that may be helpful to the complaint investigator. Give details such as dates, names of person(s) involved, if witnesses were present, etc. (attach additional pages if needed):**

**Have you discussed your complaint or brought your allegation(s) to any REACH personnel? If so, please state the name of the personnel and any results from the discussion.**

**If applicable, please provide copies of any written documents that may be relevant or supportive of your complaint.**

**Date:**

**Signature of person making the complaint:**