



Incident Statement



School Name: \_\_\_\_\_

\_\_\_\_\_  
Print Name of Person Reporting

\_\_\_\_\_  
Date of Incident

\_\_\_\_\_  
Grade School Attending

\_\_\_\_\_  
Student/Occupation

**IMPORTANT – PLEASE READ**

- The statement you make is a legal document that may be used in court, if necessary.
- To the best of your ability, make your statement as true and accurate as possible.
- A description of an incident should clearly state only what you saw, heard experienced.
- Describe in sequence the course of events that took place with as much detail as possible.
- Clearly identify any person that may have been involved in this incident. (Use names instead of Pronouns such as he, she, they, them, etc.)
- DO NOT give your personal feeling about any particular person.
- STATE THE FACTS ONLY!!!!!!!
- Perjury (lying) is a criminal offense.

**Description of Incident:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I declare the foregoing statement, made at \_\_\_\_\_ School, Berkeley, California to Be true under penalty of perjury.

\_\_\_\_\_  
Signature (original signed statement on File)

\_\_\_\_\_  
Date Report Submitted