



Confidential Student Maltreatment Reporting Form

Date submitted: _____ SMP File # _____ (MDE staff use only)

REPORTER (Reporter is confidential under Minnesota Statutes, section 260E.)

Name: _____ Title: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Mandated Reporter: ☐ Yes ☐ No

SCHOOL INFORMATION (Current Enrollment Location of Alleged Victim)

ISD#: _____ School District: _____ School/ Program Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Principal/Director: _____ Phone: _____

Email: _____

Transportation Company Contact: _____ Phone: _____

Email: _____

ALLEGED VICTIM

Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Male

☐ Female ☐ DOB: _____ Grade: _____ Race/Ethnicity: _____

Receives Special Education Services: ☐ Yes ☐ No Primary Disability Category: _____

Alleged Victim is over the age of 18: ☐ Yes ☐ No (If over 18, please provide the following contact information)

Alleged Victim Phone: _____ Alleged Victim Email: _____

Alleged Victim has a legal guardian: ☐ Yes ☐ No

Parent/Guardian 1: _____ Phone: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____ Parent/Guardian 2: _____

Phone: _____ Email: _____ Address: _____ City: _____

State:_____Zip:_____

ALLEGED OFFENDER

Name: _____ Position: _____ DOB: _____ Male ☐ Female ☐

Home Address: _____ City: _____ State: _____ Zip: _____

Email: _____

Race/Ethnicity: _____ Phone: _____ Alternate Phone: _____

Licensed: ☐ Yes ☐ No

If licensed, name of licensing board(s): _____ License/Folder # _____

INCIDENT

Date: _____ Time: _____ Setting (i.e. Bus, Classroom): _____

Location and Address (if different than enrolled school): _____

Witness _____ Phone: _____

Witness _____ Phone: _____

Police Notified: ☐ Yes ☐ No Police Department: _____

Police Contact: _____ Phone: _____ Case #: _____

Alleged Maltreatment: Physical Abuse ☐ Sexual Abuse ☐ Neglect ☐ Unknown ☐ Injury:

☐ Yes ☐ No

Description of Incident and Injury: (please attach additional documentation, if needed)