

# Monroe County School District

## Alleged Aggressor Investigation Form

Name of person being interviewed: \_\_\_\_\_

Date: \_\_\_\_\_

Relationship to Alleged Victim: \_\_\_\_\_

**Use the following best practices during your interview with the alleged aggressor.**

Meet with alleged aggressor separately.

Ask for specifics. Get Details. Do not assume anything.

Get names of their witnesses and interview them.

Ask open ended questions and do not ask subject to confirm or deny any of your conclusions.

Conduct the interviews in private and keep all information confidential.

Maintain objectivity at all times.

Take good notes for documentation purposes.

Review all files and documents.

Both parties should be given the opportunity to comment on the findings before any action is decided upon by administration as part of due process.

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Notes of interview: