Uniform Complaint Procedure Form

Last Name: ___________________________________ First Name/MI: _______________________________
Student Name (if applicable): ___________________________ Grade: _____ Date of Birth: _________
Street Address/Apt. #: ___________________________________________________________________
City: _______________________________________ State: __________ Zip Code: _______________
Home Phone: _________________ Cell Phone: _________________ Work Phone: _________________
School/Office of Alleged Violation: _________________________________________________________

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

☐ Adult Education
☐ Career Technical and Technical Education/Career Technical and Technical Training
☐ Child Care and Development
☐ Consolidated Categorical Aid Programs
☐ Education of Students in Foster Care, Students who are Homeless, former Juvenile Court Students now enrolled in a Public School, Migratory Children and Children of Military Families
☐ Every Student Succeeds Act
☐ Local Control Funding Formula/Local Control and Accountability Plan
☐ Migrant Education Programs
☐ Regional Occupational Centers and Programs
☐ School Plans for School Achievement
☐ School Safety Plan
☐ Pupil Fees
☐ Pregnant, Parenting or Lactating Students

For allegation(s) of unlawful discrimination, harassment, intimidation or bullying, please check the basis of the unlawful discrimination, harassment, intimidation or bullying described in your complaint, if applicable:

☐ Age
☐ Ancestry
☐ Color
☐ Disability (Mental or Physical)
☐ Ethnic Group Identification
☐ Gender / Gender Expression / Gender Identity
☐ Genetic Information
☐ Immigration Status/Citizenship
☐ Marital Status
☐ Medical Condition
☐ Nationality / National Origin
☐ Race or Ethnicity
☐ Religion
☐ Sex (Actual or Perceived)
☐ Sexual Orientation (Actual or Perceived)
☐ Based on association with a person or group with one or more of these actual or perceived characteristics

1. Please give facts about the complaint. Provide details such as the names of those involved, dates, whether witnesses were present, etc., that may be helpful to the complaint investigator.
2. Have you discussed your complaint or brought your complaint to any LCPS personnel? If you have, to whom did you take the complaint, and what was the result?

3. Please provide copies of any written documents that may be relevant or supportive of your complaint.
   I have attached supporting documents. □ Yes □ No

Signature: ___________________________________________ Date: _____________

Mail complaint and any relevant documents to the Compliance Officer:
Robbie Torney, Chief of Staff
Lighthouse Community Charter Public Schools
433 Hegenberger Road Suite 201
Oakland, CA 94621
robbie.torney@lighthousecharter.org