



PALO VERDE UNIFIED SCHOOL DISTRICT INVESTIGATION FINDINGS SUMMARY

Documenting Facts. Supporting Students. Protecting Our Schools.



1. CASE INFORMATION

Date of Incident: _____	Student(s) Involved: _____
Time of Incident: _____	_____
Location of Incident: _____	Grade(s): _____
_____	Case/Incident #: _____
Date Investigation Completed: _____	Type of Incident: ☐ Fight ☐ Assault ☐ Other _____
Investigator (Name/Title): _____	Others Present (Witnesses): _____

2. SOURCES REVIEWED (CHECK ALL THAT APPLY)

☐ Student Written Statement(s)	☐ Staff Statement(s)	☐ Photos
☐ Administrator Interview(s)	☐ Video / Surveillance	☐ Other Documents/Reports _____
☐ Witness Interview(s)	☐ Physical Evidence	

3. SUMMARY OF WHAT HAPPENED

Provide a detailed, objective summary of the incident based on the evidence gathered.

4. KEY FINDINGS – ESTABLISHED FACTS

Document only the facts established during the investigation.

- How did the incident begin? _____
- What actions did each involved student take? _____
- What actions did witnesses observe? _____
- Were there attempts to stop or avoid the altercation? _____
- Were injuries sustained? If yes, describe. _____
- Were weapons involved? If yes, describe. _____
- Are there relevant prior incidents involving these students? If yes, describe. _____

5. INVESTIGATION FINDINGS

Participants	Evidence Supporting Findings	Investigator Findings
Primary Participants: _____ _____ _____ Witnesses: _____ _____ _____	This investigation is supported by: (check all that apply) ☐ Student Statements ☐ Witness Statements ☐ Staff Statements ☐ Video / Surveillance ☐ Physical Evidence ☐ Injury Documentation ☐ Other _____	Based upon the evidence reviewed, the investigator has established the following facts: _____ _____ _____ _____ _____
Investigation Status ☐ Investigation Complete ☐ Additional Investigation Needed If additional investigation is needed, describe: _____ _____	Investigator Certification I certify that this investigation accurately reflects the facts established through interviews, statements, and available evidence to the best of my knowledge. Signature: _____ Date: _____	



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