Commonwealth of Virginia

**Model School/Law Enforcement Incident Report Form**

To satisfy the requirement of *The Code of Virginia* § 22.1-279.3:1, complete this form when law enforcement is notified or involved in a school related incident. Indicate the notification of law enforcement and whether charges were filed in the school’s Discipline, Crime, and Violence (DCV) Report.

<table>
<thead>
<tr>
<th>Officer’s Name:</th>
<th>School:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal’s Name:</td>
<td>School Division:</td>
</tr>
</tbody>
</table>

### Principal’s Incident Summary

- **Student Name:** ___________________  **Grade:** ______  **Student ID#:** ______________
- **DCV Code(s):** ___________________  **Date:** __________  **Time:** __________
- **Location of Incident:** ______________  **School Sanction:** ______________
- **School Intervention:** __________________________________________________________
- **Relevant Details:** ______________________________________________________________
  
  __________________________________________________________
  
  __________________________________________________________
  
  __________________________________________________________

### Law Enforcement Disposition of the Referral

- □ Student Charged
- □ Student Referred to School/Community Support Services
- □ Parent Notified

This form is to be confidentially maintained in accordance with the Family Educational Rights and Privacy Act. This form shall not be stored in a student scholastic or discipline record in accordance with *The Code of Virginia* § 22.1-289.