[**Insert Date**]

Via Email: [OCR@ed.gov](mailto:OCR@ed.gov)

U.S. Department of Education

Office for Civil Rights

Lyndon Baines Johnson Department of Education Bldg.

400 Maryland Avenue, SW

Washington, DC 20202-1100

**Re: Complaint Against [Insert School District Name] for Violations of Title IX**

Dear Sir or Madam,

My name is [**Insert Your Name**] and I am the parent of a child who attends school at [**Insert School District Name**] in [**Insert Town/City Name**], Maryland (hereafter referred to as “the District”). I am deeply concerned that the District is violating Title IX of the Education Amendments of 1972 by engaging in actions that undermine the safety and privacy of female students and discriminate on the basis of sex.

In particular, the District has [**Insert all that apply**: implemented a policy that allows male students who identify as female to use bathrooms and locker rooms designated for female students / implemented a policy that allows male students to play on female sports teams / implemented a policy that allows male students who identify as female to share overnight accommodations with female students on school trips]. These policies have been detrimental to the privacy and safety of female students in the District. [**Add any specific details about incidents that have occurred at your child’s school, including any specific dates**].

These policies have negatively affected my child in the following ways: [**Describe how the school’s policies have affected your child or remove this paragraph if it does not apply**].

I am asking that the Office of Civil Rights investigate the District for noncompliance with Title IX and with President Trump’s recent executive orders on protecting women and girls from gender ideology. If you find that the District has violated Title IX, I ask that you take swift enforcement action against it, up to and including revoking federal funds until it comes into compliance with the law.

Thank you for your time and attention to these important issues.

Sincerely,

[**Insert Your Name**]

[**Insert Your Address**]

[**Insert Your Email Address**]

[**Insert Your Phone Number**]