

**Shasta Head Start Child Development, Inc.**

**Verbal Warning Notice**

Employee name: \_\_\_\_\_ Date: \_\_\_\_\_

Position: \_\_\_\_\_ Location: \_\_\_\_\_

Description of events that took place requiring a verbal warning:

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date