

XYZ CAREER CENTER
JOINT VOCATIONAL SCHOOL DISTRICT
STUDENT

SEXUAL/RACIAL AND ALL FORMS OF HARASSMENT BY SCHOOL EMPLOYEES, OTHER STUDENTS, OR THIRD PARTIES

(Regardless of race, color, national origin, sex, age and disability)

Conduct constituting harassment may take different forms, including but not limited to the following inappropriate behaviors:

SEXUAL HARASSMENT

A.Verbal:

The making of written or verbal sexual innuendoes, suggestive comments, jokes of a sexual nature, sexual propositions, or threats to or by a fellow student, staff member, or other person associated with the district, or by third parties.

B.Non-Verbal:

Causing the placement of sexually suggestive objects, pictures, or graphic commentaries in the school environment or the making of sexually suggestive or insulting gestures, sounds, leering, whistling, and the like to or by a fellow student, staff member, or other person associated with the district, or by third parties.

C.Physical Contact:

Threatening or causing unwanted touching, contact, or attempts at same, including patting, pinching, brushing the body, or coerced sexual activity to or by a fellow student, staff member, or other person associated with the district, or by third parties.

RACE, COLOR, NATIONAL ORIGIN AND DISABILITY HARASSMENT

A.Verbal:

Written or verbal innuendoes, slurs, comments, jokes, insults, threats, or disparaging remarks concerning a person's race, color, national origin, sex/gender, disability, religious beliefs, etc., to or by a fellow student, staff member, or other persons associated with the district, or by third parties.

B.Non-Verbal:

Placing object, pictures, or graphic commentaries in the school environment or making insulting or threatening gestures to or by a fellow student, staff member, or other person associated with the district, or by third parties.

C.Physical:

Any intimidating or disparaging action such as hitting, hissing, cussing, spitting, hazing, bullying on or by a fellow student, staff member, or other persons associated with the district, or by third parties.

Any student who believes that he/she is the victim of any of the above actions or has observed such actions taken by another student, staff member, or other persons associated with the district, or by third parties should promptly take the following steps:

- A. If the alleged harasser is a student, staff member, third parties, or other persons associated with the particular school in the district other than the Principal the affected students or their parents/guardians should, as soon as possible after the incident, contact the Principal. (***The Principal must immediately send to the Title IX Coordinator a copy of the alleged harassment complaint***)
- B. If the alleged harasser is the Principal, the affected student or their parents/guardians should, as soon as possible after the incident, contact the district's Title IX Coordinator or if the student is disabled their Section 504 Coordinator at the schools administrative board office.

The student or parents/guardians may make contact either by a written report or by telephone or personal visit. During the contact, the reporting student should provide the name of the person(s) who he/she believes to be responsible for the harassment and the nature of the harassing incident(s).

Each report received by the district's Title IX Section Coordinator as provided above, shall be investigated in a timely and confidential manner. While a charge is under investigation, no information is to be released to anyone who is not involved with the investigation, except as required by law or is in the contact of a legal administrative proceeding. No one involved is to discuss the subject outside of the investigation.

The purpose of this provision is to:

- A. protect the confidentiality of the student who files a complaint;
- B. encourage the reporting of any incidents of sexual, racial, or other forms of harassment;
- C. protect the reputation of any party wrongfully charged with harassment.

Investigation of a complaint will normally include conferring with the parties involved (if under 18 years of age, may include parents), and any named or apparent witnesses. All students and others involved are to be protected from coercion, intimidation, retaliation, or discrimination for filing a complaint or assisting in an investigation.

The district recognizes that determining whether a particular action or incident is harassment or, conversely, is reflective of an action without a discriminatory or intimidating intent or effect must be based on all of the facts in the matter. Given the nature of harassing behavior, the district recognizes that false accusations can have serious effects on innocent individuals. Therefore, all students are expected to act responsibly, honestly, and with the utmost candor whenever they present harassment allegations or charges against school employees, other students, or third parties.