



# CHIMACUM SCHOOL DISTRICT

## **Prohibition Against Harassment, Intimidation, and Bullying**

The Chimacum School District is committed to a safe and civil educational environment for all students, employees, volunteers and patrons, free from harassment, intimidation, and bullying. There will be no harassment against any employee, student, volunteer, parent, or guardian on the basis of such person's race, color, gender, creed, religion, sexual orientation, ancestry, national origin, physical, sensory, or mental disabilities, or for any other reason prohibited by law. The school district includes school district facilities, school district premises and non-school property if the student or employee is at any school sponsored, school approved, or school related activity or function, such as field trips or social and athletic events where students are under the control of the school district or where the employee is engaged in school business. Harassment can occur, adult to student, student to adult, student to student, adult to adult, male to female, female to male, male to male and female to female.

Any individual who believes he or she has been harassed, intimidated or bullied is encouraged to:

- directly inform the alleged harasser to eliminate the offensive, unwelcome behavior **OR**
- report allegations orally to the Building Principal, Superintendent or Title IX Officer **OR**
- report allegations in writing.

### **HARASSMENT DEFINED**

Harassment, intimidation, and bullying are defined for purposes of this policy as any intentional acts, statements, or conduct which have the purpose or effect of materially or substantially interfering with an individual's educational or work performance, or creating an intimidating, hostile, or offensive educational or work environment. Such acts may include, but are not limited to:

- Physical acts that harm an individual or an individual's property;
- Graffiti, pictures, or photographs offensively or negatively depicting race, color, gender, creed, religion, sexual orientation, ancestry, national origin, physical, sensory, or mental disabilities, or any other category protected by law;
- Written or verbal remarks that use disparaging, demeaning, offensive, or negative terms related to race, color, gender, creed, religion, sexual orientation, ancestry, national origin, physical, sensory, or mental disabilities, or any other category protected by law;
- Deliberate and unwelcome touching, cornering, pinching, or pulling on clothing;
- Offensive jokes, slurs, rumors, innuendos, or teasing related to race, color, gender, creed, religion, sexual orientation, ancestry, national origin, physical, sensory, or mental disabilities, or any other category protected by law;
- Hazing, pranks, or other intimidating behavior directed toward an individual because of the individual's race, color, gender, creed, religion, sexual orientation, ancestry, national origin, physical, sensory, or mental disabilities, or any other category protected by law.

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation, or bullying may still be prohibited by other district policies or building, classroom, or program rules.

### **COMPLAINT PROCESS**

Any individual who believes he or she has been harassed, intimidated or bullied is encouraged to directly inform any alleged harasser that the behavior is offensive, unwelcome, and must stop.

If directly informing the alleged harasser does not result in elimination of the offensive, unwelcome behavior, or if an individual selects not to directly inform the alleged harasser, the individual is strongly encouraged to report orally or in writing the allegations to the district.

The district will take all complaints of harassment, intimidation or bullying seriously and will act to investigate all complaints. Any student, employee, volunteer, parent, or guardian who believes that he or she has been subjected to harassment, intimidation or bullying in the educational environment or in connection with his or her district employment is strongly encouraged to bring his or her complaint to the immediate attention of his or her principal, supervisor, manager, Title IX/Affirmative Action Officer and/or a district administrator. The Title IX/ Affirmative Officer may also receive formal reports or complaints of harassment, as set forth in Section C.2, below.

All such complaints will be promptly and fairly investigated and, where appropriate, immediate corrective action will be taken.

### **DISCIPLINARY ACTION**

Depending upon the frequency and severity of the conduct, intervention, counseling, correction, discipline and/or referral to law enforcement will be used to remediate the impact on the victim and the climate and to change the behavior of the perpetrator. This includes appropriate intervention, restoration of a positive climate, and support for victims and others impacted by the violation.

**Employees:** The district will take such disciplinary action as it deems necessary and appropriate to end harassment, intimidation or bullying and to prevent its reoccurrence, up to and including discharge and/or suspension. Such disciplinary action will be consistent with any applicable collective bargaining agreement, district policy, and state and federal law.

**Students:** Any student of the district who harasses, intimidates, or bullies through verbal, written or physical conduct shall be subject to disciplinary action pursuant to this policy and the district's student discipline policy.

### **FALSE ACCUSATIONS**

It is also a violation of this policy to knowingly report false allegations. Persons found to knowingly report false allegations will also be subject to disciplinary action.

### **REMEDIES**

The district will take measures designed to eliminate harassment, intimidation and bullying and prevent its reoccurrence. When deemed appropriate by the district, the district shall provide support and/or assistance for individuals who have been subjected to sexual harassment in the district's educational or work environment.

### **NON-RETALIATION**

No person shall be retaliated against for making a report of harassment or for providing testimony or assisting in the investigation of such a report.

This policy is a component of the district's responsibility to create and maintain a safe, civil, respectful, and inclusive learning community and is to be implemented in conjunction with training of staff and volunteers and the education of students in partnership with families and the community.

### **DISSEMINATION AND DISCUSSION OF POLICY**

1. A copy of this policy shall be:
  - a. provided to each district employee, volunteer, and coach; and
  - b. posted in each school building and facility in areas reasonably accessible to staff and students.
2. Information regarding the provisions of this policy will be distributed to students, parents, and volunteers in school or district publications that set forth rules, regulations, procedures, and standards of conduct for the school or district, including student and volunteer handbooks/information.

3. The District will ensure that each school develops a process for discussing the district's Prohibition Against Harassment, Intimidation, and Bullying policy with employees, volunteers, parents, and students.

### **INTERNAL REVIEW**

The District shall conduct an annual review of the utilization and efficacy of the district's Prohibition Against Harassment, Intimidation, and Bullying policy and administrative procedures governing formal complaints. The Title IX Officer shall recommend any changes in district policy and/or procedures to the superintendent.

Students or staff members who believe that they have been the subject of harassment and/or discriminatory behavior will report the incident immediately to the principal or department supervisor. Complaints regarding harassment/ discriminatory behavior will be investigated immediately. Inquiries or complaints may be addressed to the Superintendent's Office at (360)385-3922 ext. 222 or:

**Title IX/RCW 28A.640 Officer:**

Mike Raymond  
PO Box 220, Chimacum WA 98325-0278  
(360)385-3922 ext. 237

**Section 504 Coordinator:**

Kerry O'Connell  
PO Box 10, Chimacum WA 98325-0010  
(360)385-3922 ext. 254

**Title VII Officer:**

Rich Stewart  
PO Box 278, Chimacum WA 98325  
(360)385-3922 Ext 222

Additional information can be found at any of the following external agencies:

Any student, staff or community member who violates this policy by engaging in conduct defined above that directly or indirectly causes intimidation, harassment or physical harm to another student or staff member, on a school campus or at school activity, will be subject to appropriate disciplinary action.

Additional information can be found on the following websites:

US Equal Employment Opportunity Commission: <http://www.eeoc.gov/>  
Office for Civil Rights: <http://www.ed.gov/about/office/list/ocr/index.html>  
Washington State Commission for Human Rights: <http://www.hum.wa.gov/>  
Department of Health and Human Services: <http://www.hhs.gov/ocr/>