 **No. 234**

 **SECTION: PUPILS**

**TITLE: ANTI-HARASSMENT**

**MEDICAL ACADEMY ADOPTED: 10/8/13**

**CHARTER SCHOOL REVISED:**

 234. ANTI-HARASSMENT

 I. School Free of Unlawful Harassment

 The Medical Academy Charter School will neither tolerate nor condone the existence of a

 hostile or offensive school environment in which sexual harassment and/or unlawful

 harassment based on race, color, national origin, religion, age or disability are present. The

 Board is committed to ensuring that the school environment is free of all forms of unlawful

 harassment.

 II. Definition

 A. Unlawful harassment also includes offensive verbal or physical conduct based on an

 individual's race, color, national origin, religion, age, or disability where such conduct

 has the purpose or effect of unreasonably interfering with an individual's academic

 performance, or creates an intimidating hostile or offensive school environment.

 These same definitions apply to unlawful harassment of employees. Unlawful

 harassment includes harassment committed by employees and students.

 B. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors,

 and other verbal or physical conduct of a sexual nature when:

 1. Submission to such conduct is made either explicitly or implicitly a term or condition

 of an individual's school experience;

 2. Submission to or rejection of such conduct by an individual is used as the basis for

 academic decisions affecting such an individual; or

 3. Such conduct has the purpose or effect of unreasonably interfering with an

 individual's academic performance or creating an intimidating, hostile, or offensive

 school environment.

 4. Any sexual activity between employees and students constitutes prohibited sexual

 harassment under this policy.

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 C. Employee: For purposes of this policy, the term “employee” shall include any individual

 who is currently employed by the school or who has been employed by the school within

 the last 300 days, and any individual who renders services for the school on a voluntary

 or contract basis, including substitute teachers, student teachers, teacher aides and

 temporary employees.

III. Administrative Responsibility

 The administration shall take all reasonable measures to ensure that the work and school

 environment are free of sexual harassment and other unlawful harassment based on race,

 color, national origin, religion, age, or disability. It shall do so by encouraging reporting of

 any unlawful harassment, promptly investigating any complaints of unlawful harassment,

 and applying appropriate discipline for any instances of unlawful harassment.

 The administration shall also notify the employer of any non-school employee who sexually

 or otherwise unlawfully harasses the school's employees or students, and will request that

 appropriate corrective and disciplinary actions be taken.

IV. Employee/Student Responsibility

 Employees and students are responsible to report allegations of sexual harassment and

 any other form of unlawful harassment to the Title IX/Equal Opportunity Coordinator

 whenever they observe or are subject to such harassment. Promptly reporting such

 allegations through a grievance procedure, as discussed below and in other policies, is

 encouraged. Allegations may initially be reported orally to the Title IX/Equal Opportunity

 Coordinator or to an administrator.

 Employees and students are also responsible for cooperating with any investigation or

 proceedings conducted by the administration in response to the filing of such allegations.

 V. Grievance Procedures

 The grievance procedures provided in a separate policy , Harassment/Discrimination

 Grievance Procedure, shall apply to allegations of sexual harassment and other forms of

 unlawful harassment of or by employees or students. Grievances by or on behalf of students

 or employees should be reported to the Title IX/Equal Opportunity Coordinator. If the Title

 IX/Equal Opportunity Coordinator is involved directly in the alleged harassment, then the

 grievant should report the grievance to another administrator, who shall take on the role of

 the Title IX/Equal Opportunity Coordinator with respect to the grievance proceedings.

VI. No Retaliation

 There shall be no retaliation against any person who has, in good faith, complained of sexual

 harassment or other unlawful harassment, reported a grievance, assisted in the reporting of

 such a grievance, served as a witness or representative of the grievant, rejected sexual

 advances or harassment by others, or who has otherwise taken any reasonable action to stop

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 sexual harassment or other unlawful harassment. Any individual who believes he or she has

 been subject to retaliation must report the matter immediately to the Title IX/Equal

 Opportunity Coordinator.