

SEXUAL HARASSMENT

The Millwood Public School District does not tolerate sexual harassment. All employees and students must avoid offensive behavior at work. All employees must keep the workplace and educational environment free of sexual harassment.

District policy prohibits unwelcome sexual advances, requests for sexual favors, with or without accompanying promises, threats, or reciprocal favors or actions; or other conduct of a sexual nature which has the purpose or effect of adversely affecting an employee's or student's performance or which creates a hostile or offensive working environment. Examples of prohibited conduct include, but are not limited to, lewd or sexually suggestive comments; vulgar or obscene language or jokes of a sexual nature; slurs and other verbal, graphic or physical conduct relating to an individual's sex; or any display of sexually explicit pictures, greeting cards, articles, books, magazines, photos, or cartoons.

Sexual harassment can occur in a variety of circumstances, including but not limited to the following:

1. The victim as well as the harasser may be female or male. The victim does not have to be of the opposite sex.
2. The harasser can be the victim's supervisor, an agent or the employer, a supervisor in another area, a co-worker, a subordinate, or a non-employee.
3. The victim does not have to be the person harassed but could be directly affected by the offensive conduct.

4. Unlawful sexual harassment may occur without economic injury to or discharge of the victim.
5. The harasser's conduct must be unwelcome.

It is in the complainant's interest to inform the harasser that the conduct is unwelcome. If the behavior continues, the complainant should use the appropriate complaint or grievance procedures.

Complaints of sexual harassment will be promptly investigated and all employees filing complaints will be free from retaliation. Employees using their positions to obtain sexual favors to imply that submission to or rejection of sexual advances will be used as a basis for employment decisions or those who create or allow a hostile work environment will be subject to disciplinary measures, including dismissal.