

STUDENTS

ADMINISTRATIVE REGULATIONS REGARDING SEXUAL HARASSMENT AND SEX DISCRIMINATION

Sexual harassment is prohibited in the school system. Sexual harassment can occur when, but is not limited to:

1. Submission to, or rejection of, the conduct by the individual which is used as the basis of academic decisions affecting the individual.
2. The conduct has the purpose or effect of having a negative effect upon the individual's academic performance, or of creating an intimidating, hostile, or offensive educational environment.
3. Submission to, or rejection of, the conduct by the individual which is used as the basis for any decision affecting the individual regarding services, honors, programs, or activities available at or through the educational institution.
4. Suggestive or obscene letters, notes, invitations, slurs, jokes, epithets, or gestures, derogatory comments, assault, touching, impeding or blocking movement, leering, display of sexually suggestive objects, pictures or cartoons.
5. Continuing to express sexual interest after being informed that the interest is unwelcome.
6. Coercive sexual behavior used to control, influence, or affect the educational opportunities, grades, and/or learning environment of students, including promises or threats regarding grades, course admission, performance evaluations, or recommendations; enhancement or limitation of student benefits or services (e.g. scholarships, financial aid, work study job).
7. Inappropriate attention of a sexual nature from peer(s), i.e. student to student, employee to employee.

Sex discrimination is also prohibited in the school district. Sex discrimination may occur when a person, because of his or her sex, is denied participation in or the benefits of any education program receiving federal financial assistance.

Complaint Procedure

1. Any complaint should be initiated promptly by the student but in any case no later than 180 days from the date the student knew or should have known the alleged harassment/discrimination took place.

2. As soon as a student feels that he or she has been subjected to sexual harassment or sex discrimination, he or she should make a written complaint to the principal, or his/her designee. The student will be provided a copy of this policy and regulation and made aware of his or her rights.
3. The complaint should state the:
 - A. Name of the complainant,
 - B. Date of the complaint,
 - C. Date of the alleged harassment/discrimination,
 - D. Name or names of the harasser(s) or discriminator(s),
 - E. Location where such harassment/discrimination occurred,
 - F. Detailed statement of the circumstances constituting the alleged harassment/discrimination.
4. Any student who makes an oral complaint of harassment or sex discrimination to any of the above-mentioned personnel will be provided a copy of this regulation and will be instructed to make a written complaint pursuant to the above procedure. In appropriate circumstances, due to the age of the student making the complaint, a parent or school administrator may be permitted to fill out the form on the student's behalf.
5. If the complainant is a minor student, the person to whom the complaint is given should consider whether a child abuse report should be completed.
6. All complaints are to be forwarded immediately to the principal or designee unless that individual is the subject of the complaint, in which case the complaint should be forwarded directly to the superintendent. In addition, a copy of any complaint filed under this policy shall be forwarded to the Title IX Coordinator.
7. If possible, within five (5) working days of receipt of the complaint, the principal, designee or Title IX Coordinator shall commence an investigation of the complaint. The investigator shall consult with all individuals reasonably believed to have relevant information, including the student and the alleged harasser/discriminator, any witnesses to the conduct, and victims of similar conduct that the investigator reasonably believes may exist. The investigation shall be carried on discreetly, maintaining confidentiality insofar as possible while still conducting an effective and thorough investigation.
8. The investigator shall make a written report summarizing the results of the investigation and proposed disposition of the matter. Consistent with state and federal law and as deemed appropriate by the investigator, the findings of the investigation shall be shared with persons involved in the investigation.

9. If the student complainant is dissatisfied with the findings of harassment/discrimination of the investigation, he or she may file a written appeal to the Title IX Coordinator, or, if he or she conducted the investigation, to the Superintendent, who shall review the investigator's written report, the information collected by the investigator together with the recommended disposition of the complaint to determine whether the alleged conduct constitutes sexual harassment or sex discrimination. The Title IX Coordinator or Superintendent may also conduct additional fact investigation, including interviewing the complainant and alleged harasser/discriminator and any witnesses with relevant information. After completing this review, the Title IX Coordinator or Superintendent shall respond to the complainant, in writing, as soon as possible.

If after a thorough investigation, there is reasonable cause to be that sexual harassment or sex discrimination has occurred, the district shall take all reasonable actions to ensure that the harassment/discrimination ceases and will not recur. Actions taken in response to findings of harassment/discrimination may include appropriate intervention, reassignment, transfer, of disciplinary action.

Retaliation against any individual who complains pursuant to this policy and procedure is strictly prohibited. The district will take actions necessary to prevent retaliation as a result of filing a complaint.

Copies of this regulation will be available to all students.

The Title IX Coordinator

The Title IX Coordinator for the Coventry Board of Education is Judith Richard, whose office is located at 1700 Main Street and whose telephone number is 742-4516.

**FORM REGARDING SEX DISCRIMINATION AND SEXUAL HARASSMENTS
(STUDENTS)**

Name of the complainant _____

Date of the complaint _____

Date of the alleged harassment/discriminator(s) _____

Name or names of the harasser(s) or discriminator(s) _____

Location where such harassment/discrimination occurred _____

Detailed statement of the circumstances constituting the alleged harassment or discrimination

December 12, 2002