



CSP Anti-Harassment Policy

I. Overview and Scope

- A. Czech School of Portland is committed to providing a safe, positive, and productive learning and working environment. Harassment, including intimidation or bullying, acts of cyberbullying, and sexual harassment are strictly prohibited and shall not be tolerated at the school and during school's organized activities. ☐
- B. This directive applies: ☐
1. To student behavior on school grounds, at any school-sponsored and organized activity.
 2. To conduct by all school employees, volunteers, and other adults who are allowed to be at the school premises that is between adults, or between adults and students.
- C. Retaliation against any person who in good faith reports, is thought to have reported, files a complaint, or otherwise participates in an investigation of harassment is strictly prohibited. This prohibition is independent of whether a complaint is substantiated. False reports shall be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions. The good faith initiation of any complaint of harassment by an employee shall not adversely affect any terms or conditions of employment or work environment of the staff complainant. The good faith initiation of any complaint of harassment by a student will not adversely affect a student's school placement or educational learning environment. ☐
- D. Czech School of Portland shall investigate all complaints of harassment and retaliation. ☐
- E. Instances of harassment may also be referred to law enforcement. ☐

II. Definitions

- A. "Harassment" means all forms of harassment, intimidation or bullying, acts of cyberbullying, and sexual harassment.
1. Harassment, intimidation, or bullying of students is any act that substantially interferes with a student's educational benefits, opportunities or performance and has the effect of physically harming a student or damaging a student's property, knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property, or creating a hostile educational environment, including interfering with the psychological well-being of a student and may be based on, but not limited to, the protected class status of a person.
 2. Harassment, intimidation, or bullying of staff is conduct that has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. ☐
 3. Cyberbullying is the use of any electronic communication device to harass, intimidate, or bully. ☐
 4. Sexual harassment of students includes a demand for sexual favors in exchange for benefits or unwelcome conduct of a sexual nature that has the purpose or effect of unreasonably interfering with a student's educational performance or that creates an intimidating, offensive or hostile educational environment. ☐



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5. Sexual harassment of employees includes a demand for sexual favors in exchange for benefits or unwelcome conduct of a sexual nature that has the purpose or effect of unreasonably interfering with an employee's performance or that creates and an intimidating, hostile, or offensive work environment.

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B. "Protected class" means a group of persons distinguished, or perceived to be distinguished, by race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, familial status, source of income, or disability. ☐

C. "Retaliation" means experiencing an adverse impact after making or supporting a claim of harassment if the impact would deter a reasonable person from making such a claim. ☐

D. "Sexual orientation" means an individual's actual or perceived heterosexuality, homosexuality, bisexuality, or gender identity. ☐

E. "Gender identity" means a person's sense of being male, female, fluid, or neither regardless of whether the individual's appearance, expression, or behavior differs from that traditionally associated with the individual's sex at birth. ☐

III. Czech School of Portland shall use evidenced-based strategies to maintain schoolwide and classroom environments that are safe, promote learning and free of harassment.

A. School-Wide Student Notification: Students shall be informed of the definition of, consequences for, and obligation to report harassment and retaliation. This can be accomplished in the form of class discussion or activity. ☐

B. Students who believe they have been subjected to harassment or retaliation are encouraged to immediately inform a teacher, or other school employee or volunteers.

1. Students who witness or have reliable knowledge of harassment or retaliation against any student should report their concerns to a teacher, or any school employee or volunteer as soon as possible. ☐

2. Any employee or volunteer who witnesses or has reliable knowledge of harassment against any student or who receives such a report shall immediately report the conduct to the Board of the Czech School or designee.

IV. Consequences

A. Students who are found in violation of this directive are subject to disciplinary action ranging from a Level One conference to a Level Four expulsion/delayed expulsion/reassignment or referral. Disciplinary action depends on the number of occurrences and the severity of the offense.

B. School employees, volunteers, and other adults who are allowed on the Czech School of Portland premises found in violation of this directive are subject to discipline including dismissal and referral to law enforcement.



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V. Procedures

- A. If a student is the alleged perpetrator of the harassment, the following procedures shall apply:
1. The Board members or designee is responsible for investigating claims of student harassment. ☐
 2. Upon a report, or knowledge of, an incident of harassment or retaliation, the members of the Board or designee shall assure it is promptly investigated. ☐
 3. A student may report harassment anonymously; however, corroborating evidence is required for any disciplinary action or other consequences. ☐
 4. Complainants not satisfied with the decision at the school level may request a review of the decision.
 5. If the complaint involves sexual harassment of a student, the school shall notify both the student who initiated the complaint and the student's parents when the investigation is concluded. ☐
- B. Employees and volunteers who have reliable knowledge of prohibited conduct by an adult against any student, or other employee shall immediately report their concerns to any Board member. Reports of conduct violating this directive may be made anonymously; however, corroborating evidence is required for any disciplinary action or other consequences.
- C. If a school employee is the perpetrator of the alleged harassment, the complaint will be resolved through an appropriate complaint procedure. Employees not satisfied with the decision regarding their complaint, or employees receiving disciplinary or other consequences may request review of the decision.

VI. Confidentiality

- A. Confidentiality of complainant: All complaints shall be handled so that the identity of the complainant and any information obtained as part of the investigation shall be kept confidential to the extent that confidentiality is compatible with a thorough investigation of the complaint and is permitted under the law. This protects the identity of the person who files a complaint, encourages the reporting of any violations under this directive, and protects the privacy of all employees.
- B. Confidentiality of student records: Any disciplinary action taken against a student shall be kept confidential to comply with federal requirements for confidentiality of student records.