

Harassment by a Staff Member

Complaints Made by Students or Staff Involving Harassment by a Staff Member

Upon receiving a complaint, the Principal or Assistant Principal shall confer with Complainant to gain an understanding and a statement of the alleged facts. As appropriate, the Principal or Assistant Principal may take steps 1 - 5 below. In addition, the complaint officer shall report suspected child abuse to the Department of Social Services as required by Mass. Gen. Laws, c. 119, §51A and shall take, as appropriate, the steps necessary for disciplinary action against the staff member pursuant to the applicable collective bargaining agreement and state and federal law.

- 1 . Meet with the person charged (such person is hereinafter referred to as “Respondent”) to obtain a response to the complaint;
- 2 . Conduct interviews of possible witnesses to the alleged events;
- 3 . Report the matter to local police if criminal activity is involved (see Mass. Gen. Laws, c. 265, §43, which prohibits stalking) The Department of Social Services will also be notified if the complaint of harassment involves a minor student;
- 4 . Subject to the requirements of due process, take disciplinary action against Respondent, including without limitation, a letter of reprimand or warning or a suspension of one to ten days;
- 5 . Refer Respondent to the Principal or Superintendent for further disciplinary action.

Retaliation

Respondent and his/her associates are prohibited from retaliating in any manner against a Complainant or any party involved in the complaint procedure. Substantiated acts of retaliation will result in immediate disciplinary action, including, but not limited to suspension and/or recommendation to the Superintendent for further disciplinary action.

ADOPTED: June 11, 2007