

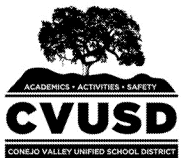
Harassment complaints can often be settled at the school. A designated investigator will talk with people who can help to sort out the facts. The investigator will determine whether harassment has occurred, prepare a report about the situation and give that information to your principal. Your principal will suggest a solution or remedy.

If things are still not settled, you have the right to submit your concern to the District Office.

The District policies and regulations governing sexual harassment can be found in BP1312.3 and AR5145.7. The legal references for this policy are found in the Education Code, in Title VII of the Civil Rights Acts of 1964, and in Title IX of the Educational Amendments of 1972. You may obtain a copy of the complete policy in the school office.

Harassment on the basis of sex or race is a violation of both federal and state discrimination laws as well as District Policy and Administrative Procedures. The District is committed to providing students with an academic environment that is free from sexual/racial harassment or discrimination.

This publication is prepared and disseminated in compliance with Board Policy regarding student rights and required notification. It is designed for students and paraphrases the details of actual Board Policy and Administrative Procedures. For additional information or the complete District Policy covering sexual harassment or racial discrimination contact Lou Lichtl, Assistant Superintendent, Instructional Services, at (805) 497-9511, Extension 238.

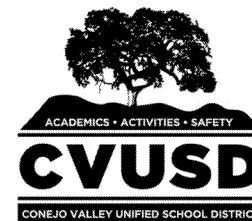


**CONEJO VALLEY UNIFIED SCHOOL DISTRICT**  
1400 East Janss Road  
Thousand Oaks, CA 91362

# “Treat Others with Dignity and Respect”

## Student Guide to Understanding and Avoiding

# HARASSMENT



**CONEJO VALLEY UNIFIED SCHOOL DISTRICT**

## “Sticks and Stones May Break My Bones...”

Remember the old saying, “Sticks and stones may break my bones, but names will never hurt me?”

Many people believe that this old saying is only partly true. Being called rude or obscene names may not break bones, but it can damage attitudes about school or how students feel about themselves. This guide is designed to remind everyone that “harassment” of any kind is against school rules. Sticks and stones and names that hurt are not welcome at any school in the Conejo Valley Unified School District.

We believe that every student has the right to learn

- ❖ Without being called names.
- ❖ Without being threatened because they are a girl or a boy, or from a certain religion or a particular race.

### Everyone is equal, and everyone deserves respect!

#### Harassment - a definition:

Harassment is unwanted and unwelcome behavior from other students or staff members which interferes with another individual’s life. When it is sexual in nature it is “sexual harassment.” When it is racial in nature, it is “hate-motivated behavior” or sometimes a “hate crime.”

It is not acceptable for students to make remarks that embarrass others or make them feel uncomfortable with actions or remarks that are sexual or racial in nature. No one can claim that another’s grades or participation in any school activity or a school award depends on their willingness or unwillingness to cooperate in sexual activity.

### Examples of actions which interfere with a person’s education and are prohibited for both students and staff:

Unwanted touching	Sexual innuendos
Obscene comments	Gender specific comments
Physical threats	Requests for sexual favors
Obscene gestures	Racial-specific comments
Indecent exposure	Suggestive looks

### Some advice:

- Don’t ignore it. Harassment does not usually “go away.”
- Though it may be hard to do, tell your harasser to stop, either in person, or perhaps by having a trusted adult on campus deliver a letter to the harasser.
- Don’t blame yourself and don’t feel helpless, trapped, or confused. Seek help.
- Keep a written record of every incident.

### What is the difference between harassment and flirting?

#### Sexual Harassment

You feel bad  
You feel unattractive  
You feel insulted  
You feel hurt or angry  
You feel powerless  
It is one-sided  
It is unwanted  
It is illegal

#### Flirting

You feel good  
You feel attractive  
You feel complimented  
You feel happy  
You feel in control  
You flirt back  
It is OK

### What to do if it happens to you:

There are several important things you should know about if you feel that you are being harassed.

**First:** Tell a teacher, a counselor, a school administrator, or other trusted staff member. Remember to be specific. If you want to bring a parent or guardian along with you, that is fine. **ANY REPORT YOU MAKE IS PRIVATE.** Unless you talk about it yourself, no one from the school or District will make it public. Any witnesses will be directed to keep the information about the situation to themselves.

**Second:** The school is here to support you and will investigate your concern quickly. Do not worry about someone “getting even” with you for telling on them. School administrators will do their best not to allow this to happen.

**Third:** Always tell the truth. Any student who falsely accuses another student or staff member of sexual or racial harassment is subject to disciplinary action.