

**WHAT TO EXPECT IN
RESPONSE TO A
SEXUAL HARASSMENT
COMPLAINT**



When a complaint of sexual harassment is filed, an investigation occurs immediately. The harasser will be notified of the charges and receive notice that no contact or reprisal is to be made against the person who filed the charges. Every attempt will be made to resolve the complaint informally. However, actions by employees found in violation of the laws and District Policy against sexual harassment may result in suspension or dismissal from employment or expulsion from school.

**AVOID HARASSING
BEHAVIOR**



Sexual harassment is a serious problem and will not be tolerated in Oregon City School District. Employees and students

should avoid bringing or telling off-colored jokes, making sexual comments or innuendoes, touching colleagues or students in an unwelcome manner. Harassment is not the intention of a behavior--it is the perception to the behavior by the victim. Be aware and avoid any actions that could offend others.

**WHAT TO DO IF
STUDENTS ARE
INVOLVED IN
HARASSMENT**

If you witness or are told of any sexual harassment between students, you must act immediately. Report incidents to your supervisor or building principal. Every student deserves to be treated with dignity and respect and to enjoy a safe school environment. No harassment of students will be tolerated in the classroom, on the playground, or on buses to and from school. As an employee, it is your duty to ensure the safety of every student.

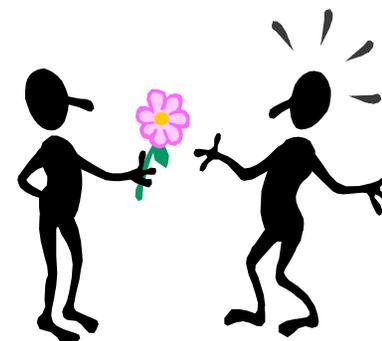


For more information or to file a complaint, please contact Oregon City School District Human Resources Department at 503 785-8427

**OREGON CITY SCHOOL
DISTRICT**

2016-17

**SEXUAL
HARASSMENT:
*Rights and
Responsibilities of
Employees***



WHAT IS SEXUAL HARASSMENT?

Although it can take many forms, sexual harassment is the use of power or authority by one person to pressure another into accepting unwelcome verbal, physical, or sexual conduct. There are two types of sexual harassment:



- **Hostile Environment:**

This is unwanted sexual advances and/or other verbal or physical conduct of a sexual nature that is severe or pervasive enough to unreasonably interfere with a person's academic or work performance or which creates an intimidating, hostile educational or working environment.



- **Quid Pro Quo:**

This is unwanted sexual advances and/or other verbal or physical conduct of a sexual nature where it is understood explicitly or implicitly that submission to such conduct is a condition for one's grade, participation in an educational or employment activity, or employment decision.

Sexual harassment is not about intentions; it's the perception of the victim and its effects. Statements such as: "It was only a joke, "It wasn't meant to offend anyone,"

or, "I would have stopped if someone told me to," are not accepted as justification for harassment.

Some examples of sexual harassment include:

- Unnecessary brushes or touches.
- Innuendoes, teasing, or jokes.
- Disparaging remarks about one's sex.
- Pressure to accept unwanted dates.
- Display of sexually explicit materials in a public setting.
- Unwelcome e-mail and jokes via e-mail

SEXUAL HARASSMENT IS AGAINST THE LAW

Sexual harassment is discrimination on the basis of gender or sex and is against federal and state laws. It is also against Oregon City School District Policy 3141.

These laws and District Policy apply to all OCS D staff and students. Violations of these laws and District Policy are very serious infractions.

WHAT TO DO IF YOU ARE A VICTIM OF SEXUAL HARASSMENT

If you believe that you are a victim of sexual harassment, do not accept it silently. Immediate action often stops it. Do not ignore the harassment in the hope that it will go away--it likely will not.

Learn to recognize sexual harassment. Many victims feel confused and blame themselves for the harasser's behavior. Speak up at the time of the incident. Tell the harasser that the behavior is not welcome. You might say, "I'd like you to stop. You are making me uncomfortable," or "I don't like what you are doing."

If this does not halt the harasser's behavior, you are expected to report the incident immediately to your supervisor or principal. When you report, give a factual account of what occurred, describe how the harassment made you feel, and explain what you told the harasser to request the behavior to stop.

Your supervisor or principal will take your information and will contact the harasser and discuss the laws and District Policy on sexual harassment. The supervisor or principal will make it clear that the harassing behavior must stop immediately. Your supervisor or principal will contact you frequently to make sure there is no further harassment.

You may also contact the Human Resources department to discuss the situation and action taken.

You might want to file a formal complaint. The appropriate complaint form is attached to Board Policy 3141R.