

# SEXUAL HARASSMENT PREVENTION POLICY



**Climbing Towards College & Career Readiness**

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# ARARAT CHARTER SCHOOL SEXUAL HARASSMENT PREVENTION POLICY

Ararat Charter School (The Charter School, or ACS) is committed to providing a working and learning environment free from sexual harassment. The Charter School prohibits sexual harassment of or by employees, students, or persons doing business with or for ACS, based on actual or perceived sex, sexual orientation, gender, gender identity, gender expression, pregnancy, childbirth, breastfeeding/lactating status, and any related medical conditions. Failure to follow this policy is a violation of state and federal law.

Sexual harassment is any unwelcome conduct based on sex, including sexual advances, requests for sexual favors, and any other verbal, visual, or physical conduct of a sexual nature or based on sex made by someone from or in the work or educational setting, under any of the following conditions:

- Submission to the conduct is directly or indirectly made as a condition of an individual's employment, academic status, or progress.
- Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions, or for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.
- The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance or of creating an intimidating, hostile, or offensive work or educational environment.

Upon witnessing discrimination, harassment, intimidation, abusive conduct, or bullying based on the above, personnel are required to take immediate steps to intervene when safe to do so. Reporting the conduct to the Title IX/Bullying Complaint Manager(s) can be an appropriate intervention. Once the Charter School has been notified of the conduct, whether carried out by employees, students, or third parties, it should take immediate and appropriate steps to investigate or otherwise determine what occurred and take prompt and effective reasonable steps to end the conduct, eliminate a hostile environment if one has been created, and prevent it from reoccurring. These steps should be taken regardless of whether an individual makes a complaint or asks the school/office to take action. This policy applies to all acts related to school activity or school attendance under Ararat Charter School's jurisdiction.

Any ACS student or employee who believes they have been a victim of sexual harassment or who have witnessed such an act should report it to Title IX/Bullying Complaint Manager(s) so appropriate action may be taken to resolve it. The Charter School prohibits retaliation against anyone who files a sexual harassment complaint or participates in the investigation process. Complaints must be promptly and fairly investigated in a way that respects the privacy of the parties concerned to the fullest extent possible.

Ararat Charter School's Title IX/Bullying Complaint Manager(s):

**Dr. Aida Tatioossian, Principal**  
**6555 Sylmar Ave.**  
**Van Nuys, CA 91401**  
**818-994-2904 ext. 1100**  
**atate@araratcharterschool.com**

**Mrs. Adrineh Gharibi, Director of Operations and Compliance**  
**6555 Sylmar Ave.**  
**Van Nuys, CA 91401**  
**818-994-2904 ext. 1111**  
**a.gharibi@araratcharterschool.com**

For policies and procedures related to sexual harassment of or by students and how to file a complaint, contact:

**Mrs. Adrineh Gharibi, Director of Operations and Compliance**  
**6555 Sylmar Ave.**  
**Van Nuys, CA 91401**  
**818-994-2904 ext. 1111**  
**a.gharibi@araratcharterschool.com**

For employee-to-employee, student-to-employee or work/employment-related discrimination, harassment, intimidation or abusive conduct, contact:

**Mrs. Adrineh Gharibi, Director of Operations and Compliance**  
**6555 Sylmar Ave.**  
**Van Nuys, CA 91401**  
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## *NOTE TO STUDENTS*

Ararat Charter School works to give you an education that is safe and without sexual harassment. Sexual harassment is behavior you don't like that is directed at you because you are a girl or a boy. It can make you feel unsafe or scared and keeps you from learning. It can be someone's bad words, something you see, physical behavior, or touching of private body parts (like parts covered by a swimsuit). Examples are:

- Unwanted hugs, kisses, grabbing or touching
- Standing too close or stopping someone from moving
- Teasing or saying rumors and mean jokes about others or making comments about other people's bodies
- Writing hurtful notes or messages
- Showing or sending inappropriate or nasty pictures of any kind that make others feel bad or uncomfortable
- Making mean or rude body motions that embarrass or hurt people's feelings
- Treating someone differently just because they are a girl or boy

It is against Ararat Charter School's rules and the law for people to do this. If it's safe for you, you can ask the person to stop doing these bad things to you or other kids. You can help friends share problems like this with an adult they trust. You can report it to the principal, a teacher, or someone who handles complaints like this. The Charter School will take action right away to find out what happened, make it stop and keep it from happening again. No one is allowed to punish you for making a report or for talking to an adult about what happened. The school will share information with people who can help fix it. This is true for all school activities in our school.

People who can help you:

**Dr. Aida Tatiossian, Principal**  
**6555 Sylmar Ave.**  
**Van Nuys, CA 91401**  
**818-994-2904 ext. 1100**  
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