

<p style="text-align: center;"><b>CASWELL COUNTY SCHOOLS BOARD OF EDUCATION POLICY</b></p>	<p style="text-align: center;"><b><u>PERSONNEL</u> Sexual Harassment</b></p>	<p style="text-align: center;"><b>745</b></p>
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The Caswell County Board of Public Education believes that all employees and students are entitled to work and study in school-related environments that are free of sexual harassment. To this end, the Board prohibits employees from engaging in sexual harassment and advises employees that when evidence of sexual harassment is established, disciplinary action may be taken, up to and including dismissal.

Unwelcomed sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- A. Submission to the conduct is made either explicitly or implicitly a term or condition of an individual's employment, academic progress, or completion of a school-related activity; or
- B. Submission to or rejection of such conduct is used as the basis for employment decisions affecting such individual, or, in the case of a student, submission to or rejection of such conduct, is used in evaluating the individual's performance within a course of study or other school-related activity; or
- C. Such conduct has the purpose or effect of unreasonably interfering with an employee's work performance or a student's educational performance, or creating an intimidating, hostile, or offensive environment.

Examples of sexual harassment include, but are not limited to, continued or repeated offensive sexual flirtations, advances or propositions; continued or repeated verbal remarks about an individual's body; sexually degrading words used toward an individual or to describe an individual; and the display in the work place of sexually suggestive objects or pictures. Sexual harassment does not include personal compliments welcomed by the recipient, or social interactions or relations freely entered into by employees or prospective employees.

It is possible for sexual harassment to occur at various levels: between peers or co-workers, between supervisors and subordinates, between employees and students, or imposed by non-employees on employees and/or students.

- A. In the event that anyone believes that he has been sexually harassed, he should bring the matter to the attention of the most immediate superior not involved in the complaint. Upon listening to the facts and allegations, the most immediate superior not involved in the complaint will advise the person on how to attempt to resolve the matter directly and informally, or if that course fails or is unwise to present, send the complaint in writing to him with supporting detail. The most

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immediate superior not involved in the complaint will then proceed to investigate the matter and will attempt to resolve it in an expeditious manner, employing the investigation procedure.

- B. If, for any reason, the complainant is not satisfied with the administration's response, he may file an appeal with the Chairman of the Board of Public Education.