

**DANBURY PUBLIC SCHOOLS**

Danbury, Connecticut

**POLICY**

***HARASSMENT IN THE WORKPLACE***

Adopted: 10/27/99

Policy No. 4-300\*

Page 1 of 2

**SEXUAL HARASSMENT**

Harassment of an employee by a supervisor or co-worker on the basis of sex creates a harmful working environment and is illegal under state and federal law. It is the policy of the Board of Education to maintain a working environment free from harassment, insults or intimidation on the basis of an employee's gender. Verbal or physical conduct by a supervisor or co-worker relating to an employee's gender which has the effect of creating an intimidating, hostile or offensive work environment, unreasonably interfering with the employee's work performance, or adversely affecting the employee's employment opportunities is prohibited.

While it is difficult to define sexual harassment precisely, it does include any unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

Although not an exhaustive list, the following are examples of the type of conduct prohibited by the policy against sexual harassment:

1. Unwelcome sexual relations with a co-worker or supervisor, such as unwanted hugs, touches, or kisses;
2. Unwelcome attention of a sexual nature, such as degrading suggestive lewd remarks or noises;
3. Dirty jokes, derogatory or pornographic posters, cartoons or drawings;
4. The threat or suggestion that continued employment advancement, assignment or earnings depend on whether or not the employee will submit to or tolerate harassment.

Any infraction of this policy by supervisors or co-workers should be reported immediately to the Superintendent or designee. Retaliation against any employee for

**DANBURY PUBLIC SCHOOLS**

Danbury, Connecticut

**POLICY**

***HARASSMENT IN THE WORKPLACE***

Adopted: 10/27/99

Policy No. 4-300\*

Page 1 of 2

complaining about sexual harassment is prohibited under this policy and illegal under state and federal law. Violations of this policy will not be permitted and may result in discipline up to and including discharge from employment. Individuals who engage in acts of sexual harassment may also be subject to civil and criminal penalties.

**OTHER HARASSMENT**

Harassment of an employee by a supervisor or a co-worker, which creates a hostile environment, is illegal under state and federal law. A hostile environment consists of a condition where employees cannot do their job without feeling harassed or threatened. This is a violation of a person's civil rights. Harassment based on race, color, sex, nationality, ancestry, ethnic origin, religion, physical or mental disability, marital status, veteran status, sexual orientation, or any other condition defined by law unreasonably interferes with an employee's work performance is illegal, and will not be tolerated.

**NOTICE TO EMPLOYEES**

Any infraction of this Policy by supervisors or co-workers should be reported immediately to the Personnel Director. Confidentiality at the time of reporting the infraction is assured. Retaliation against any employee for reporting the harassment on the basis of sex or any other harassment is prohibited. Violations of this policy will not be permitted and may result in discipline up to and including dismissal. A copy of this policy will be furnished to all present employees. New employees will be furnished a copy of this policy when hired.

Any employee who believes that they have been harassed in the workplace in violation of this policy may also file a complaint with the Ct. Comm. on Human Rights and Opportunities, 100 Broadway, City Hall, Norwich, CT 06360, telephone (860) 886-5703 and/or the Equal Employment Opportunity Comm., Boston Area Office, 1 Congress St, Boston, MA.02114 (617) 565-3200. Ct. law requires that a formal written complaint be filed with the Comm. on Human Rights and Opportunities within 180 days of the date when the alleged harassment occurred. Remedies for sexual harassment include cease and desist orders, back pay, compensatory damages, hiring, promotion or reinstatement.

Legal Reference: Connecticut General Statutes: Section 46a-60(8)