

ALLEGATION OF HARASSMENT, PHYSICAL AND/OR SEXUAL ABUSE

In the event that an allegation of harassment, physical and/or sexual abuse is made against any source, internal and external, the following steps will be taken:

EMPLOYEES

- A. Any employee learning of the allegation must immediately advise the Principal/Affirmative Action Officer who is to immediately notify the Executive Director.
- B. The Executive Director is to immediately assess the situation and cause an investigation to be made;
- C. If there is reasonable cause to believe the allegation, and the allegation would severely impair the school's reputation or endanger the health and welfare of students and/or fellow employees and/or the school, the employee will be placed on administrative leave. In the event an employee is placed on administrative leave, the board shall be notified as soon as practicable;
- D. The employee will not be returned to his/her primary position until the Executive Director is satisfied that the allegation is false or the charges are dismissed. Every effort will be made to conclude the investigation within a reasonable time from the initial notification to the Executive Director; and
- E. If the Executive Director finds that the allegation is true, the appropriate disciplinary action will be initiated which may include but not necessarily be limited to dismissal.

STUDENTS

- A. Any student learning of the allegation is to immediately advise the principal/Affirmative Action Officer who is to immediately assess the situation and cause an investigation to be made.
- B. Should the allegation involve an employee/staff member, the Executive Director will be notified immediately.
- C. If there is reasonable cause to believe the allegation, section C through E affecting employees as noted previously will be followed.
- D. If there is reasonable cause to believe the allegation involves a fellow student, the appropriate disciplinary action will be taken.

E. This action may involve a three-day in-school suspension, detentions or being brought before the Executive Director and recommended disciplinary actions.

F. In the event that the allegation is false and the charges dismissed, every effort will be made to conclude the investigation within a reasonable time from the initial notification to the parties involved.

Legal Reference: TITLE 22 MRSA, SEC. 4001-4010-A ("CHILD AND FAMILY SERVICES AND CHILD PROTECTION ACT")
P.L. 1991, CHAP. 474 (5 MRSA, SEC. 4613.2; 26 MRSA SEC. 806, 807)

Cross Reference: JLF - REPORTING CHILD ABUSE AND NEGLECT
AC-R - DISCRIMINATION GRIEVANCE PROCEDURE

Adopted: 8/15/2012