

POLICY AGAINST SEXUAL HARASSMENT TOWARD EMPLOYEES

Every employee of the Acton Public Schools and the Acton-Boxborough Regional Schools (collectively the “Schools”) has the right to work in an environment that is free of sexual harassment. The Schools strictly prohibit any form of sexual harassment in the work place. Sexual harassment is unlawful and any employee who engages in sexual harassment is subject to disciplinary action up to and including termination of employment.

Retaliation against an employee for making or filing a complaint of sexual harassment or for cooperating in an investigation of a complaint of sexual harassment is strictly prohibited and is unlawful. Any such retaliation will result in disciplinary action, up to and including termination of employment.

Prohibited sexual harassment is sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature that has the purpose or effect of unreasonably interfering with an employee’s work performance by creating an intimidating, hostile, humiliating or sexually-offensive working environment. In addition, no manager, administrator or supervisor, male or female, may sexually harass any employee by making submission to or rejection of sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature either explicitly or implicitly a term or condition of employment or a basis for employment decisions.

The following are examples of sexual harassment:

- An employee refuses to have an affair with the employee’s supervisor and, in retaliation, the supervisor discharges the employee;
- An employee engages in a pattern of unwelcome sexual language or conduct that is sufficiently severe and pervasive that it interferes with the job performance of coworkers.

If an employee believes that he or she has been subjected to sexual harassment, the employee should follow the procedures described in the Schools’ Procedure – File: GBAA-R.

An employee who believes that he or she has been subjected to sexual harassment may also contact the United States Equal Employment Opportunity Commission at One Congress Street, 10th Floor, Room 1001, Boston, MA 02114, or the Massachusetts Commission against Discrimination at One Ashburton Place, Boston, MA 02108.