

**SCHOOL DISTRICT'S POLICY ON VIOLENCE AND THREATS OF VIOLENCE
IN THE WORKPLACE**

It is the policy of the School District to provide a safe, secure and healthful working environment free from the fear of violence, aggression, intimidation, harassment or retaliation for all employees. Acts or threats of violence against the life, health, well-being of employees or members of their family or their property either in the workplace or in connection with the employee's conduct of School District business will not be tolerated.

Any such acts or threats by employees of the School District toward others constitute grounds for dismissal from School District employment and may result in criminal prosecution. The act or threat will, and of it self, constitute grounds for dismissal regardless of whether or not the perpetrator intended to carry out the threat.

This policy covers acts or threats of violence, whether made directly or indirectly, including but not limited to: words, gestures, correspondence, phone calls or other electronic communication, symbols or physical acts which threaten the safety or security of School District employees or which may inhibit School District employees from conducting business or providing services in an environment of safety and security. This also includes but is not limited to threats on School District premises, at School District functions or any other location where violence or threats of violence may have an adverse impact on the School District's ability to do business or provide services.

It is the responsibility of any employee who feels that she/he has been a target of actual or threatened violence in the workplace, or who has observed or otherwise learned of such conduct, to immediately contact her/his supervisor of the Human Resource Department. In cases where there is an imminent potential for violence, security or the appropriate law enforcement agency should be contacted immediately.

I have read and received a copy of the above policy.

Employee Signature

Date

Printed Name

Department