Walden Academy Charter School designates the individual identified below as the employee responsible for coordinating the district’s efforts to comply with applicable state and federal civil right laws, including Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, and the Age Discrimination Act of 1975, and to answer inquiries regarding the district’s nondiscrimination, harassment, intimidation, and bullying policy.

Director/Superintendent

1149 W. Wood Street

Willows, CA 95963

leadershipteam@waldenacademy.org

Measures to Prevent Discrimination, Harassment, Intimidation, and Bullying:

The following measures will be implemented under the direction of the Director/Superintendent to prevent unlawful discrimination, harassment, intimidation, retaliation, and bullying of students at the district school(s) or in school activities and to ensure equal access of all students to the educational program:

1. Publicize the district’s policy and related complaint procedures to students, parents/guardians, and employees. The policies prohibiting discrimination, harassment, intimidation, and bullying and other required information on the district’s web site in a manner easily accessible to parents and students in accordance with law.
2. Post information regarding Title IX prohibitions against discrimination based on a student’s sex, gender, gender identity, pregnancy, and parental status in a prominent and conspicuous location on school’s web site. Include the following:

a. The name and contact information of the district’s Title IX coordinator, including the phone number and email address.

b. The rights of students and the public and the responsibilities of the district under Title IX, including a list of rights as specified in Education Code 221.8 and web links to information about those rights and responsibilities on the web sites of the office for Equal Opportunity and the U.S. Department of Education Office for Civil Rights (OCR).

c. A description of how to file a complaint of non-compliance with Title IX in accordance with Uniform Complaint Procedures.

3. Provide students with a handbook that contains age-appropriate information clearly describing the district’s non-discrimination, harassment, intimidation and bullying policy, procedures for filing a complaint and resources available to students who feel that they have been the victim of one or more.

4. Annually notify all students and parents/guardians of the district’s non-discrimination,harassment, intimidation and bullying policy.

5. Ensure that students and parents/guardians, including those with limited English proficiency, are notified of how to access the relevant information provided in the district’s policy and related complaint procedures, notices, and forms in a language they can understand. If 15% or more of students enrolled in the district school speak a single primary language other than English, the district’s policy, regulations, forms and notices concerning the actions described in this policy shall be translated into that language.

6. Provide to students, employees, volunteers, and parents/guardians, age-appropriate training and information regarding the district’s policy and what constitutes prohibited discrimination, harassment, intimidation, and bullying.

7. Provide education at the beginning of each school year for employees. Include in training, that any employee who witnesses any act of unlawful discrimination, harassment, intimidation, or bullying against a student is required to intervene if it is safe to do so.

8. At the beginning of each school year, inform additional leadership staff of the district’s responsibility to provide appropriate assistance or resources to protect students from threatened or potential discriminatory behavior, harassment, intimidation, and bullying and ensure their privacy rights.

Policy Enforcement

The School Director/Superintendent or designee shall take appropriate actions to reinforce this policy through the following efforts:

1. Education and training for staff and students to recognize unlawful discrimination, harassment, intimidation, and bullying, how to respond, and how to report it or file a complaint.

2. Take appropriate disciplinary action against those determined to have engaged in violation of district policy.

Process for Initiating and Responding to Complaints

1. Any student who feels that he/she has been subjected to unlawful discrimination, harassment, intimidation, and bullying described in this policy is strongly encouraged to immediately contact the compliance officer, dean of students or any other staff member. In addition, if any student who observes any incident is strongly encouraged to report the incident to the compliance officer, dean of students or any other staff member, whether or not the alleged victim files a complaint.

2. Any school employee who observes an incident of unlawful discrimination, harassment, intimidation, retaliation, or bullying, or to whom such an incident is reported, shall report the incident to the compliance officer or director within a school day, whether or not the alleged victim files a complaint.

3. Any school employee who witnesses an incident of unlawful discrimination, harassment, intimidation, retaliation, or bullying, shall immediately intervene to stop the incident when it is safe to do so.

4. When a verbal report of discrimination, harassment, intimidation, retaliation, or bullying is made to or received by the dire tor or compliance officer, he/she shall make a note of the report and encourage the student or parent/guardian to file a complaint in writing, pursuant to the Uniform Complaint Procedures. Once notified verbally or in writing, the director or compliance officer shall begin the investigation and shall implement immediate measures necessary to stop the actions and ensure that all students have access to the educational program and a safe school environment.

5. Any report or complaint alleging unlawful discrimination, harassment, intimidation, or bullying, by the director, compliance officer, or any other person to whom a report would ordinarily be made or a complaint filed, shall instead be made to or filed with the director/superintendent or designee who shall determine how the complaint will be investigated.

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