

## WORKPLACE VIOLENCE

The district does not tolerate workplace violence. The district is committed to providing a safe, professional work environment that is free of violence.

Workplace violence is defined as actions or communication from employees, students or others, that endanger or harm an employee or result in an employee having a reasonable belief they are in danger when such actions or communications occur on district property; on property within the jurisdiction of the district; while on district owned and/or operated vehicles; and/or at district activities or events.

Workplace violence includes, but is not limited to, the following:

- The use of physical force which causes physical injury and/or harm.
- Engaging in threatening actions or communications which intimidate, cause fear or cause harm.
- The offensive and/or unlawful touching by one person against another.
- Any other actions or communications that cause others to feel unsafe, including bullying and/or harassment.
- The use of abusive, threatening or intimidating communications.
- The possession of unauthorized firearms or weapons while on district property.
- Conduct which may cause undue disruption of the workplace or endanger the safety of persons or property in the workplace.
- Intentionally damaging district property or property of others.
- Encouraging or causing others to engage in actions or communications which constitute workplace violence.

Employees who believe they have been subjected to violence in the workplace as defined in this policy should immediately terminate all contact and communication with the offending party, seek assistance from appropriate district personnel, and file a written complaint with the employee's immediate supervisor or other appropriate administrator. Allegations of workplace violence shall be investigated and, if substantiated, will result in appropriate discipline for employees up to and including termination of employment and/or other legal action; will result in appropriate discipline for students up to and including expulsion and/or other legal action; for others will result in appropriate measures up to and including exclusion from district grounds and/or other legal action. Retaliation is prohibited against anyone who, in good faith, reports a possible violation of this policy or cooperates in a district led investigation into a possible violation of this policy.

Approved: August 11, 2014  
Reviewed: May 11, 2015  
Revised: