

PROCEDURES

Workplace Violence

The Wyandotte Board of Education is committed to providing employees, volunteers and visitors with a safe environment. Accordingly, the School District prohibits acts of violence or threats of violence on school property, at school-sponsored events, or involving school vehicles.

Workplace violence is defined as acts or threats of violence against persons or property that are sufficiently severe, offensive, or intimidating to alter the employment conditions which create a hostile, abusive, or intimidating work environment for employees, volunteers or visitors. Workplace violence includes, but is not limited to: threats, physical attack, or property damage.

Specific examples of conduct prohibited under these Procedures include, but are not limited to, the following:

- Physical attack such as hitting, fighting, pushing, or shoving another; or throwing objects at an individual.
- Threatening to harm an individual or his/her family, friends, associates or their property.
- The intentional destruction or threat of destruction of property owned, operated or controlled by the District.
- Threatening statements by any means including, but not limited to: telephone calls, letters, or other forms of written or electronic communications.
- Intimidating or attempting to coerce an employee, volunteer or visitor to do wrongful acts.
- Possession or use of firearms, weapons or other dangerous devices on school property including, but not limited to: District-owned vehicles and parking lots.
- Using a District owned vehicle in a dangerous, threatening manner.

All employees are prohibited from possessing on District property or in vehicles, any item deemed a dangerous weapon. For the purpose of these Procedures, dangerous weapons include, but are not limited to: firearms; explosives; knives, with a blade over three inches in length (this does not include District provided knives which are needed for completion of work tasks); clubs; sticks; martial arts implements; or other items which are intended to be used to cause death or inflict bodily harm.

All District property including buildings, grounds, office areas, classrooms, desks, file cabinets, storage containers, are for official District use and employees, volunteers, and visitors cannot have expectations of privacy in these areas. All District property is subject to examination and inspection by District officials in the discharge of their duty and in the enforcement of the District Procedures.

Effective Date: September 6, 2015

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Any employee, volunteer, visitor, applicant for employment, or Board Member who believes that s/he has been a victim of such actions, or who has observed such action, must promptly report such action(s) to the applicable School Principal or Supervisor. If for any reason, the individual does not feel that s/he can report the action(s) to the applicable School Principal or Supervisor, s/he shall promptly report the action(s) to the Superintendent of Schools. If, for any reason, the individual does not feel that s/he can report the action(s) to the Superintendent of Schools, s/he shall promptly report the action(s) to the President of the Board of Education.

The School District has the responsibility of investigating and resolving such complaints. The District also must report all (alleged) criminal activities to the Wyandotte Police Department.

Violation of these Procedures will result in disciplinary action up to and including discharge; and in the case of a volunteer or visitor, immediate removal from the building up through a total ban from all District property.