

## **Title VI of Civil Rights Act of 1964 Policy**

The School prohibits any form of harassment or discrimination on the basis of race, color and national origin in connection with all school programs and activities.

### Procedures for Reporting, Investigation and Responsive Action

#### *Reporting*

Individuals who believe that they have been subject to discrimination or harassment, have witnessed discrimination or harassment, or believe that a School policy, activity or program discriminates on the basis of race, color or national origin should promptly report their concerns to either the Assistant Headmaster for Diversity and Inclusion, the counselor, or the Chief Financial Officer. For employees, if the complaint involves someone in your direct line of supervision, then you should inform the Head of the School. All complaints will be documented.

#### *Investigation*

Complaints will be promptly investigated, and the investigation shall be confidential to the extent practicable. The School's investigation may be undertaken by either an internal team or it may hire an independent third party.

#### *Remedial Action*

If it is found that a School policy, program or activity discriminates on the basis of race, color or national origin, the School will take corrective action to ensure that the policy, program or activity is free from discrimination.

#### *Discipline*

Employees found to have engaged in discrimination or harassment in violation of this policy will face appropriate disciplinary action, up to and including termination.

#### *Protection Against Retaliation*

The School will not retaliate against any individual that reports any form of discrimination or harassment under this policy, unless such complaint is found to be knowingly false.