

WORKPLACE VIOLENCE PREVENTION PLAN

On September 30, 2023, California Senate Bill 553 (Cortese) was signed into law. This law requires that employers establish and implement an effective written Workplace Violence Prevention Plan (WVPP) by July 1, 2024.

The [WVPP for Clarksville Charter School](#) will be placed on the internal staff website, embedded in the Employee Handbook, and be on the school's website. To request a copy of the latest WVPP please contact your Plan Administrator.

To request a copy of the Violence Incident Report Log, click [here](#) or please contact the Plan Administrator, Darcy Belleza, darcy.belleza@sequoiagroove.org.

REPORTING WORKPLACE VIOLENCE

If you are exposed to workplace violence please **CALL 9-1-1 for emergencies** when safe. All threats or acts of workplace violence are reported to an employee's direct supervisor, who will inform the WVPP administrator. This can be accomplished by contacting the employee's direct supervisor via email or phone. If that's not possible, employees will report incidents directly to the WVPP administrator, Darcy Belleza. Employees can also report threats or acts of workplace violence by contacting Human Resources or their Supervisor.