

SUBJECT: WORKPLACE VIOLENCE PREVENTION

Romulus Central School District is committed to the safety and security of our employees. Workplace violence presents a serious threat to the safety of our staff, students, and community.

Workplace violence is defined as any physical assault or act of aggressive behavior occurring where a public employee performs any work-related duty in the course of their employment. Workplace violence includes, but is not limited to:

- Any verbal or physical attempt or threat to inflict physical injury upon an employee.
- Any intentional display of force which gives an employee reason to fear or expect bodily harm.
- Any intentional, wrongful and nonconsensual physical contact with a person that causes injury.
- Stalking an employee to cause fear of harm to an employee's physical safety and health.

Acts of violence against District employees where any work-related duty is performed will be thoroughly investigated and appropriate action will be taken. All employees are responsible: for creating an environment of mutual respect for each other as well as students and visitors; following all workplace policies, procedures, and practices; and for assisting in maintaining a safe secure work environment.

This policy is designed to meet the requirements of NYS Labor Law 27b and 12 NYCRR 800.6 and highlights some of the elements that are found within our Workplace Violence Prevention Program. The process involved in complying with this law included a workplace evaluation that was designed to identify the risks of workplace violence to which our employees could be exposed.

Authorized Employee Representative(s) will, at a minimum, be involved in:

- evaluating the physical environment to determine workplace violence risk factors;
- developing the Workplace Violence Prevention Program; and
- reviewing workplace violence incident reports at least annually to identify trends in the types of incidents reported, if any, and reviewing the effectiveness of the mitigating actions taken.

All employees will participate in the annual Workplace Violence Prevention Training Program. The goal of this policy is to promote the safety and well-being of all people in our workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. All personnel are responsible for notifying the contact person designated below of any violent incidents, threatening behavior, including threats they have witnessed, received or have been told that another person has witnessed or received.

Designated Workplace Violence Administrator/Officer Contact:

PRIMARY CONTACT	SECONDARY CONTACT
Name: Jennifer Hayden	Name: Jennifer Bartlett-Prati
Title: Superintendent of Schools	Title: Assistant Superintendent
Department: District Office	Department: District Office
Phone Number: 607-869-5391	Phone Number: 607-869-5391
Location: District Office	Location: District Office

NYS Labor Law 27b and 12 NYCRR 800. 6

Adopted: 7/13/10
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