



San Jose Charter Academy

Responding to Hate Crimes and Bullying Policy

Adopting and Publicizing Anti-Bullying and Anti-Harassment Policy

San Jose Charter Academy shall adopt and publicize policies that prohibit discrimination, harassment, intimidation, and bullying on the basis of a student's actual or perceived nationality, ethnicity, or immigration status. Those policies must be translated in the student's primary language if at least 15 percent of the students enrolled in the school speak a single primary language other than English.

The School shall notify parents and guardians of their children's right to a free public education, regardless of immigration status or religious beliefs.

This information shall include information related to "Know Your Educational Rights" guide established by the Attorney General.

The School shall inform students who are victims of hate crimes of their right to report such crimes.

Processing Complaints of Harassment and Bullying

San Jose Charter Academy shall adopt a process for receiving complaints of and investigating complaints of discrimination, harassment, intimidation, and bullying based on any of the following actual or perceived characteristics: disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, association with a person or group with one or more of the aforementioned characteristics, or immigration status.

The complaint process must include, but is not limited to, the following steps:

- A requirement that, if school personnel witness an act of discrimination, harassment, intimidation, or bullying, they shall take immediate steps to intervene when safe to do so;
- A timeline to investigate and resolve complaints of discrimination, harassment, intimidation, or bullying that shall be followed by all schools under the jurisdiction of the local educational agency; and
- An appeal process afforded to the complainant should they disagree with the resolution of a complaint.
- The school shall ensure that complaint procedures contain confidentiality safeguards for immigration status information.
- The school shall prohibit retaliation against a person who submits a complaint of discrimination, harassment, intimidation, or bullying.

*San Jose Charter Academy Inspires students to create, innovate, and imagine limitless possibilities...
TO DREAM. TO DO. TO CHANGE.*



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Training Students, Teachers, and Staff on Anti-Bullying and Anti-Harassment Policy

San Jose Charter shall educate students about the negative impact of bullying other students based on their actual or perceived immigration status or their religious beliefs or customs.

The school shall also train teachers, staff, and personnel to ensure that they are aware of their legal duty to take reasonable steps to eliminate a hostile environment and respond to any incidents of harassment based on the actual or perceived characteristics noted above. Such training should, at minimum, provide agency personnel with the skills to do the following:

- Discuss the varying immigration experiences among members of the student body and school community;
- Discuss bullying-prevention strategies with students, and teach students to recognize the behavior and characteristics of bullying perpetrators and victims;
- Identify the signs of bullying or harassing behavior;
- Take immediate corrective action when bullying is observed; and
- Report incidents to the appropriate authorities, including law enforcement in instances of criminal behavior.