

**Area:** Human Resources

**Subject:** HR08 – Sexual Harassment is Prohibited

**Reference:** 1301.31 (3)(6)

**Policy:** SCOE will ensure equal opportunity employment and will not tolerate harassment or discrimination based on gender, race, ethnicity, religion, disability or any other basis.

**Procedure:**

1. Staff will refer to the following policies in the SCOE Policy Handbook:
  - a. Series 4000 Personnel: 4019 – Civil and Legal Rights
  - b. Series 4000 Personnel: 4019.1 – Implementation of Civil Rights Acts of 1991
  - c. Series 4000 Personnel: 4019.11 - Harassment

**Supervised by:** Management

**Performed by:** All Employees

**Forms needed:** N/A

**Frequency:** As Needed