



## SEXUAL HARASSMENT PREVENTION POLICY

Learning by Design Charter School is committed to providing a working and learning environment free from sexual harassment. Learning by Design Charter School prohibits sexual harassment of or by employees, students, or persons doing business with or for Learning by Design Charter School based on actual or perceived sex, sexual orientation, gender, gender identity, gender expression, pregnancy, childbirth, breastfeeding/lactating status, and any related medical conditions. Failure to follow this policy is a violation of state and federal law.

Sexual harassment is any unwelcome conduct based on sex, including sexual advances, requests for sexual favors, and any other verbal, visual, or physical conduct of a sexual nature or based on sex made by someone from or in the work or educational setting, under any of the following conditions:

- Submission to the conduct is directly or indirectly made as a condition of an individual's employment, academic status, or progress.
- Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions, or for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.
- The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance or of creating an intimidating, hostile, or offensive work or educational environment.

Upon witnessing discrimination, harassment, intimidation, abusive conduct, or bullying based on the above, personnel are required to take immediate steps to intervene when safe to do so. Reporting the conduct to an administrator or Title IX/Bullying Complaint Manager can be an appropriate intervention. Once a school/office has been notified of the conduct, whether carried out by employees, students, or third parties, it should take immediate and appropriate steps to investigate or otherwise determine what occurred and take prompt and effective reasonable steps to end the conduct, eliminate a hostile environment if one has been created, and prevent it from reoccurring. These steps should be taken regardless of whether an individual makes a complaint or asks the school/office to take action. This policy applies to all acts related to school activity or school attendance under the Learning by Design Charter School Superintendent's jurisdiction.

Any Learning by Design Charter School students or employees who believe they have been a victim of sexual harassment or who have witnessed such an act should report it to an administrator or Title IX/Bullying Complaint Manager so appropriate action may be taken to resolve it. Learning by Design Charter School

prohibits retaliation against anyone who files a sexual harassment complaint or participates in the investigation process. Complaints must be promptly and fairly investigated in a way that respects the privacy of the parties concerned to the fullest extent possible.

Your school/office administrator or Title IX/Bullying Complaint

Manager(s): Charla Harris

Phone: 323-903-5712 Email: [charris@lbdschools.org](mailto:charris@lbdschools.org)

For policies/procedures related to sexual harassment of or by students and how to file a complaint, contact and for employee-to-employee, student-to-employee or work/employment-related discrimination, harassment, intimidation or abusive conduct, contact:

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