

**DIOCESE OF DES MOINES**  
**Catholic Schools Policies/Regulations**

**STUDENT PERSONNEL**

**Sexual Harassment and/or Abuse by Students**

It shall be the policy of the Diocesan Catholic Schools Board that all schools maintain an environment free from sexual harassment and/or abuse. The schools must promote a sexual harassment and abuse free environment through information, supervision and investigation of allegations of such behavior.

Sexual harassment and/or abuse shall include but is not limited to, inappropriate, intentional or unwelcome sexual advances, touches, or behaviors, pressure or requests for sexual favors, and other verbal or physical conduct of a sexual nature when such conduct has the purpose or effect of creating an intimidating, hostile or offensive environment.

Students who believe they have been sexually harassed and/or abused by students shall report such to the school's Level-One investigator.

Persons who have been sexually harassed and/or abused always have the right to notify the civil authorities.

The Level-One investigator must respond promptly to complaints/allegations of sexual harassment and/or abuse. The processing of a complaint or allegation shall be handled confidentially to the extent possible. Program personnel (employees/volunteers and students) are required to assist in the investigation when requested to provide information and to maintain confidentiality of the reporting and investigating process.

No one shall retaliate against a student or employee/volunteer because they have filed a sexual harassment or abuse complaint or participated in an investigation of such a complaint.

The program administrator shall normally serve as the designated Level-One investigator. The name and telephone number of the Level-One investigator and an alternate shall be published annually in Student/Parent, Faculty/Staff and Catechist Handbooks.

Over

If a student believes sexual harassment and abuse has occurred but does not wish, or believe it would be inappropriate, to file a complaint of harassment or abuse with a Level-One investigator, they may inform the Program Administrator about the incident(s) but are not seeking Level-One investigation. In such case the program administrator should handle the concern as a discipline matter. (IAC-281.102)

Policy Adopted: January 31, 1994

Policy Revised: May 19, 2008

Policy Reviewed: March 25, 2013