

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

**STUDENT PERSONNEL**

**Level-Two Investigation of Sexual Harassment and/or Abuse by Students**

Upon determination that there is need for a Level-Two investigation of sexual harassment and/or abuse, the Level-One investigator shall contact the Diocesan Superintendent of Schools. The Superintendent, in consultation with the Diocesan Director of Catholic Charities, shall appoint a Level-Two investigator who shall not be a school or AEA employee.

The Level-Two investigation should ordinarily be completed within a period of three weeks from receipt of the Level-One reports and forms.

The Level-Two investigator shall:

- 1) review the Alleged Sexual Harassment and/or Abuse by Students Report.
- 2) review the Level-One Investigation of Sexual Harassment and/or Abuse by Students form.
- 3) conduct further investigation if, and as much as, deemed necessary to determine whether their preponderance of evidence to support sexual harassment and/or abuse allegations. Any involved person, who is below seventh grade, must have their parents informed previous to the interview when the interview will be held. The parents of any involved students should be notified of the day and time of the interview so they or a representative may attend.
- 4) make a written narrative report which shall include:
  - a) whether any exceptions apply.
  - b) whether the allegation is founded or unfounded at Level-Two.
- 5) send a copy of the report to the Level-One investigator and Superintendent of Schools.

If the Level-Two investigation is founded, the Level-One investigator upon receipt of the narrative report must:

- 1) forward copies of the report to the student victim or parents (if the student is younger than 19), the alleged abuser, and the person filing the Alleged Sexual Harassment and/or Abuse by Students Report.
- 2) arrange for counseling services for the student upon the request of the student and/or parents. (IAC-281.102)

Regulation Adopted: May 21, 1990

Regulation Revised: May 19, 2008

Regulation Reviewed: March 25, 2013