



Board Policy No. 245
Workplace Violence Prevention Policy

SUBJECT CATEGORY: SECTION 240,
HEALTH, SAFETY & SECURITY

245: Workplace Violence Prevention Policy

245.1 The District is committed to providing a safe work environment that is free of violence and the threat of violence. Effectively handling critical workplace incidents, especially those dealing with actual or potential violence, is a top priority.

245.2 Violence, or the threat of violence, against or by any employee of the District or any other person is unacceptable.

- a) Should a non-employee or elected official, on District property, demonstrate or threaten violent behavior the District will call law enforcement and he/she may be subject to criminal prosecution.
- b) Should an employee demonstrate or threaten violent behavior, he/she may be subject to disciplinary action up to and including termination.

245.3. The following actions are considered violent acts:

- a) Striking, punching, slapping, or otherwise assaulting another person.
- b) Fighting or challenging another person to a fight.
- c) Grabbing, pinching or touching another person in an unwanted way whether sexually or otherwise.
- d) Engaging in dangerous, threatening or unwanted horseplay.
- e) Engaging in a pattern of unwanted or intrusive behavior against another person or persons, including without limitation, spying and stalking;
- f) Possession, use, or threat of use, of a gun, knife or other weapon of any kind on District property, including parking lots, other interior and exterior premises, District vehicles and vessels, or while engaged in activities for the District in other locations, unless such possession or use is a requirement of the job.
- g) Verbal assaults. Verbal assaults are statements that would place a reasonable person in fear of harm for the safety of himself/herself or others and that serve no legitimate workplace purpose.
- h) Threatening harm or harming another person, or any other action or conduct that implies the threat of bodily harm.

i) Damaging, or threatening to damage, District property or the property of another.

245.4 Any employee or District elected official who is a victim of any violent threatening or harassing conduct, any employee or District elected official witness to such conduct, or any employee or District elected official receiving a report of such conduct, whether the perpetrator District employee or a non-employee, shall immediately report the incident to their supervisor or other appropriate person in the chain of command.

245.5 No one, acting in good faith, who initiates a complaint or reports an incident under this policy will be subject to retaliation or harassment by the District.

245.6 Any employee reported to be a perpetrator, will be provided both due process and representation before the District takes disciplinary action.

245.7 Anyone who fears for the safety of persons at the scene of the violent act should call law enforcement. In cases of emergency, immediately call 911.

Adopted: December 12, 2018



Clerk of the Board



Board President