



St. Marys School

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Harassment Policy

St. Mary's School, Ticonderoga, NY, is committed to maintain a work environment that is free of discrimination. In keeping with this commitment, we will not tolerate harassment of employees and workers by anyone, including any supervisor, co-worker, vendor, or client of St. Mary's School.

Harassment consists of unwelcome conduct whether verbal, physical or visual, that is based upon a person's status, such as sex, color, race, ancestry, religion, national origin, age physical handicap, medical condition, disability, marital status, veteran status, citizenship status or other protected group status. St. Mary's School will not tolerate harassing conduct that affects tangible job performance, or that creates an intimidating, hostile, or offensive working environment.

Sexual Harassment deserves special attention. Unwelcome sexual advances, requests of sexual favors, other physical, verbal, or visual conduct based on sex constitutes sexual harassment when (1) submission to the conduct is an explicit or implicit term or condition of employment, (2) submission to or rejection of the conduct is used as the basis for an employment decision, or (3) the individual's work performance or creating an intimidating, hostile, abusive or offensive working environment. Sexual harassment may include explicit sexual propositions, sexual innuendo, suggestive comments, sexually oriented "kidding" or "teasing", "practical jokes" jokes about gender-specific traits, foul or obscene language or gestures, displays of foul or obscene printed or visual material, and physical contact, such as patting, pinching, or brushing against another's body.

All employees and workers of St. Mary's School are responsible for helping to assure that we avoid harassment. If you feel that you have experienced harassment, you are to notify the Principal of St. Mary's immediately. If the Principal is the source of harassment, you should notify the Superintendent of schools at the Chancery office. St. Mary's School forbids retaliation against anyone who has reported harassment.

St. Mary's School policy is to investigate all such complaints thoroughly and promptly. To the fullest extent practicable, St. Mary's School will keep complaints and the terms of the resolution confidential. If an investigation confirms that harassment has occurred, then St. Mary's School will take corrective action, including such discipline up to and including immediate suspension or termination of employment, as is appropriate.