

H. E. Huntington Middle School

1700 Huntington Drive

San Marino, CA 91108

(626) 299-7060

A National Blue Ribbon School

2009-2010

SEXUAL HARASSMENT NOTIFICATION

The definition of sexual harassment is “unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature.” In determining whether alleged conduct constitutes sexual harassment, consideration will be given to the record as a whole and to the totality of the circumstances, including the nature of the sexual advances and the context in which the alleged incidents occurred. In trying to decide if a situation is sexual harassment, the school will determine if two common elements are present. First, the conduct must be sexual in nature (for example, unnecessary touching, lewd or suggestive remarks about the body or gender, displaying of pornographic materials) but need not involve a sexual relationship or a demand for sexual relations. Second, the conduct must be un-welcomed.

You could be a victim of sexual harassment if:

1. Sexual remarks and/or innuendos that make you uncomfortable are being made in the vicinity of school before, during, or after school hours.
2. Unnecessary or unwelcome physical contacts are being made when you are with other students, faculty members, or other school personnel.
3. You are being pressured by another student, faculty member, or other school personnel to participate in unwanted social and/or sexual activities.

NOTE: Acts of sexual harassment can occur, regardless of the genders of the victim(s) and the offender(s), through **teacher to teacher contact, teacher to student contact, student to teacher contact, or student to student contact.**

If a student, teacher, or other staff member believes that they have been victimized by sexual harassment:

1. Contact the school’s administration immediately.
2. If you have not done so already, you should document the time, place, witnesses, and description of each incident.
3. If you would like more information or would like to initiate the district’s formal complaint process, you should contact Mrs. Linda De la Torre, Assistant Superintendent, at (626) 299-7000. You may also contact the Human Rights Office to explore your options. The deadline for filing a complaint with the Office of Civil Rights is 180 days after the occurrence of sexual harassment.

Parents and students need to be aware that according to California law, sexual harassment is an action requiring suspension and may lead to expulsion from school.

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Please sign the Master Signature Summary acknowledging you have read and discussed the Sexual Harassment Notification with your child and understand the consequences of such actions.