

**UPDATE (11/1/2009) to  
CTHSS Parent/Student Handbook  
DISCIPLINARY SANCTIONS FOR BULLYING, HARASSMENT, DISCRIMINATION AND RETALIATION**

This section of the Student Handbook has been adapted from the Connecticut Technical High School System ("CTHSS") *Policy on Bullying* and *CTHSS Policy and Student Grievance Procedures For Alleged Discrimination and Harassment* for promoting civil rights and prohibiting bullying, discrimination, harassment and retaliation. Copies of these CTHSS policies are available on the CTHSS' website at [www.cttech.org](http://www.cttech.org). They are also available in hard copy upon request, and may be viewed at the main office of any school building within the Connecticut Technical High School System.

**Disciplinary Policy Regarding Civil Rights Issues**

The Howell Cheney Technical High School prohibits all forms of discrimination and harassment, as defined below, based on the following protected categories: race, color, national origin, ancestry, religious creed, sex (including sexual harassment and pregnancy), age, genetic information, marital status, sexual orientation, and/or disability (including, but not limited to, mental retardation, past or present history of mental disorder, physical disability or learning disability), or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws.

The Howell Cheney Technical High School also prohibits bullying, as defined below.

The Howell Cheney Technical High School will not tolerate retaliation against persons who take action consistent with this disciplinary policy or *CTHSS Policy on Bullying* and *CTHSS Policy and Student Grievance Procedures For Alleged Discrimination and Harassment*.

The prohibition against bullying, discrimination, harassment and retaliation applies to all students on all sites and activities CTHSS supervises, controls, or where it has jurisdiction under the law, including on school premises and school-sponsored functions, events or activities, including field trips, athletic activities, school-related transportation and in production and work-based learning sites.

The Howell Cheney Technical High School may also take appropriate disciplinary and corrective action for misuse of electronic devices or technology where it occurs on campus or if it takes place off campus if the incident poses a likelihood of substantial disruption to the educational process or the orderly day to day operations of the school.

Reports or complaints of bullying, discrimination, harassment or retaliation will be investigated as outlined in the *CTHSS Policy on Bullying* and *CTHSS Policy and Student Grievance Procedures For Alleged Discrimination and Harassment*.

**Permissible Disciplinary Sanctions and Corrective Actions in Response to Bullying, Discrimination, Harassment or Retaliation:**

Disciplinary sanctions and corrective actions may include, but are not limited to one or more of the following:

1. a written warning;
2. Classroom or school transfer;
3. short-term or long-term suspension;
4. exclusion or expulsion;
5. exclusion from participation in school-sponsored functions, after school programs and/or extracurricular activities;
6. limiting or denying student access to a part or area of a school;
7. parent conferences;
8. adult supervision on school premises;
9. a voluntary apology to the victim;
10. awareness training (to help student perpetrators understand the impact of their behavior);
11. participation in empathy development, cultural diversity, anti-harassment, anti-bullying or intergroup relations programs;
12. mandatory counseling; and/or
13. any other action authorized by and consistent with the Student Code of Conduct and/or school disciplinary code.

**Protection Against Retaliation**

The school will take appropriate steps to protect students from retaliation when they report, file a complaint of, or cooperate in an investigation of a violation of the *CTHSS Policy on Bullying* and *CTHSS Policy and Student Grievance Procedures for Alleged Discrimination and Harassment*. Threats or acts of retaliation, whether person-to-person, by electronic means, or through third parties, are serious offenses that will subject the violator to significant disciplinary and other corrective action, including long-term suspension, exclusion or expulsion.

### **False Charges**

Any student who knowingly makes false charges or brings a malicious complaint may be subject to any of the disciplinary and/or corrective action(s) detailed above.

### **Student Responsibilities**

Each student is responsible for:

1. complying with the *CTHSS Policy on Bullying* and *CTHSS Policy and Student Grievance Procedures for Alleged Discrimination and Harassment*;
2. ensuring that (s)he does not discriminate against another or harass another person because of that person's actual or perceived race, color, national origin, ancestry, religious creed, sex (including sexual harassment and pregnancy), age, genetic information, marital status, sexual orientation, and/or disability (including, but not limited to, mental retardation, past or present history of mental disorder, physical disability or learning disability), or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws;
3. ensuring that (s)he does not bully another person; and
4. ensuring that (s)he does not retaliate against any other person.

### **GLOSSARY OF TERMS**

**BULLYING:** Any overt act(s) by a student or a group of students directed against another student with the intent to ridicule, harass, humiliate or intimidate the other student while on school grounds, at a school-sponsored activity or on a school bus, which act(s) are committed more than once against any student during the school year.

**DISCRIMINATION:** Treating a student or group of students less favorably, or interfering with or preventing a student from enjoying the advantages, privileges or courses of study of a school, including in a production or work-based learning site, because of that student's actual or perceived race, color, national origin, ancestry, religious creed, sex (including sexual harassment and pregnancy), age, genetic information, marital status, sexual orientation, and/or disability (including, but not limited to, mental retardation, past or present history of mental disorder, physical disability or learning disability), or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws;

**HARASSMENT:** Unwelcome comments or conduct (oral, written, graphic, electronic or physical relating to an individual's actual or perceived race, color, national origin, ethnicity, religious creed, sex, age, marital status, sexual orientation, age, or disability (i.e., protected status), that is sufficiently severe, pervasive or persistent so as to unreasonably interfere with or limit a student's ability to participate in or benefit from the district's programs or activities or by creating a hostile, humiliating, intimidating, or offensive educational environment.

**HARASSMENT:** Also means any unwelcome comment or conduct (oral, written, graphic, electronic or physical) relating to an individual's actual or perceived race, color, national origin, ethnicity, religious creed, sex, age, marital status, sexual orientation or disability that does not involve severe, persistent or pervasive behavior, but if it persists, will likely create a hostile, humiliating, intimidating or offensive educational environment.

**RETALIATION:** Threatening to or retaliating against any other person for reporting or filing a complaint, for aiding or encouraging the filing of a report or complaint, or for cooperating in an investigation of harassment or discrimination. Retaliation includes threats or acts of retaliation, whether person-to-person, by electronic means, or through third parties. It also includes overt or covert acts of reprisal, interference, restraint, penalty, discrimination or harassment against an individual or group for exercising rights under the *CTHSS Policy on Bullying* or the *Student Grievance Procedures For Alleged Discrimination and Harassment*.