Responding to Sexual Harassment

(1) Be Aware - Recognize it for what it is, and say STOP!

Tell the harasser to stop, if you feel safe doing so. Sometimes the harasser may not realize that what they are doing or saying is making you upset or uncomfortable. Begin by telling them you want them to stop what they are doing. Sometimes that will be enough for the behavior to stop. Make sure you make it very clear, so the harasser knows you mean it. For example, "What you are doing is making me uncomfortable. Please stop right now." If that does not work, use the word harassment, such as "Stop harassing me. I am going to get help right now." Try to stay calm, if you can.

(2) Share - TELL someone. Sexual harassment is not a secret worth keeping.

Students

Tell an adult you feel comfortable with and trust, such as your parent, teacher, nurse, counselor, or coach. Don't ignore the behavior, especially if you are being sexually harassed by any adult or if anyone is touching or trying to touch you in a sexual way. Act fast. It is extremely important that you let another adult know right away.

Employees

Tell someone you trust or contact the Equal Employment Opportunity Programs (EEOP) office for support and guidance. EEOP staff are a neutral resource who can educate you on your rights and the options available for addressing your concerns. Contact a regional EEOP Complaints Program Manager for help and to learn more about your rights: EEOP-Americas at (678) 364-6655; EEOP-Europe at 011-49-611-143-545-1914; and EEOP-Pacific at 011-81-98-953-5682..
Civil Rights Program

Anyone - students, employees, or the general public - can also contact the Civil Rights Program Manager at Civil.Rights@hq.dodea.edu.

(3) Declare Your Rights - REPORT it.

Students

You, or your parent or guardian, may report the harassing behavior to the Principal, or have another trusted staff member notify the Principal for you. You can report it verbally, in writing (email, text) and if you need to, you can remain anonymous. You can bring someone with you to help make your report and have the right to speak to someone of your same sex or gender identity.

Employees

If confronting the harasser did not solve the problem or simply is not a safe option, tell your direct supervisor (or go up the chain of command if you feel there may be a conflict for your supervisor).

(4) Keep a record

If the sexual harassment does not stop even after you told the harasser to stop, report it and begin writing down what happens each time you are bothered by them, again, including the date and time, what happened, and who was there. Save any offensive or upsetting notes, pictures, messages, texts, or emails that you receive.

For Matters Unresolved

For matters unresolved at the local level, anyone may bring their concerns to the Community or District Superintendent, the Director for Student Excellence, or beyond. DoDEA Chain of Command is located at: http://www.dodea.edu/aboutDoDEA/command.cfm.

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