



LOS ANGELES UNIFIED SCHOOL DISTRICT
MEMORANDUM

TITLE: Nondiscrimination Required Notices and Ordering of Student Brochures

NUMBER: MEM-5818.8

ISSUER: David Holmquist, General Counsel
Office of the General Counsel

DATE: January 10, 2020

ROUTING
All Employees
Administrators

PURPOSE: The Los Angeles Unified School District (District) is committed to providing a safe working and learning environment, free from discrimination, harassment, intimidation, abusive conduct, or bullying. Federal and state law mandate that Districts annually publish and disseminate nondiscrimination notices. This memorandum is issued annually to remind schools/offices to publish and disseminate required *Nondiscrimination Statement* and *Sexual Harassment Prevention Policy* posters, as well as *Title IX and Nondiscrimination* and *Section 504 and Students with Disabilities* student brochures as relevant to employees and students.

MAJOR CHANGES: This memorandum replaces MEM-5818.7: *Nondiscrimination Required Notices and Ordering of Student Brochures*, issued March 19, 2019, by the Office of the General Counsel. State law now requires Districts to publish the sexual harassment prevention policy poster in age-appropriate and culturally relevant language, include the school official's name, phone number, and email address for reporting sexual harassment, and prominently and conspicuously display the posters to include each bathroom and locker room at a school.

GUIDELINES: I. Distribution of Nondiscrimination Notices and Student Brochures
A. Posting of Nondiscrimination Notices

The following publications must be posted in all schools/offices, including staff lounges, student government meeting rooms (secondary schools), the main administration building, or other prominent locations where notices are regularly posted regarding rules, regulations, procedures, or standards of conduct. The sexual harassment prevention policy must additionally now be posted in a prominent and conspicuous location in each bathroom and locker room at a school.

1. *Nondiscrimination Statement* policy poster (Attachments A, B) in English and Spanish to be duplicated as necessary.
2. *Sexual Harassment Prevention Policy* poster (Attachments C, D)



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in English and Spanish to be duplicated as necessary. The posters are double-sided to provide a student-friendly version for younger students on one side as an alternative depending on the site. An alternate version with student-friendly graphics is also available at <http://achieve.lausd.net/eeco>.

3. [Title IX/Bullying Complaint Manager](#) poster (Attachments E, F) in English and Spanish to be duplicated as necessary.

Schools needing translations of the posters in Armenian, Chinese, Korean, Russian, or Tagalog may contact the Educational Equity Compliance Office (EECO) at (213) 241-7682 to obtain translation templates to duplicate in quantity necessary to meet the specific language needs of the school's student population.

B. Employees

The District's *Nondiscrimination Statement* and the *Sexual Harassment Prevention Policy* posters are to be disseminated to each employee at schools/offices annually. State law additionally requires that certificated school employees who serve pupils in grades 7 to 12 be provided information on existing school and community resources related to [supporting LGBTQ pupils](#) or pupils who may face [bias or bullying on the basis of actual or perceived religious affiliation](#). Resources are updated regularly and can be found on the [Educational Equity Compliance Office](#) website, and in the links above.

C. Students

1. All required nondiscrimination notices are provided in the District's *Parent Student Handbook* when distributed to every student at the beginning of the school year or initial enrollment. For obtaining copies of the *Parent Student Handbook 2020-2021*, refer to the related memorandum issued annually by the Division of District Operations.
2. The District's written *Nondiscrimination Statement* and *Sexual Harassment Prevention Policy* must be presented to all students in age-appropriate language as part of any orientation program conducted for students at the beginning of the school year or summer session as applicable. The presentation shall include information about how to report discrimination and/or sexual harassment complaints.
3. Elementary schools may distribute the [Students, Don't Let Others Bully or Harass You!](#) brochure during presentations on sexual



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harassment to students at the beginning of each school year or initial enrollment.

4. All secondary schools are to distribute the District's [Title IX and Nondiscrimination – Students Know Your Rights](#) brochure to every student at the beginning of each school year or initial enrollment. The brochure template is available for duplication using the link above, or Reprographic Services [(562) 654-9052] provides duplication options using the District's General Stores Distribution Supplies and Equipment Catalog *Forms and Publications, Educational Equity* Commodity Codes:

English (100/package) Commodity Code: 966-57-50500

Spanish (100/package) Commodity Code: 966-57-50506

D. Internet

Since July 1, 2017, State law requires schools post in a prominent and conspicuous location on their school websites:

1. Names and contact information of Title IX Complaint Managers for that school, including phone numbers and email addresses.
2. Information in this link, <http://bit.ly/TitleIXRequiredNotices>, which includes the rights of a pupil and the public, as well as responsibilities of the District under Title IX.

II. Distribution of Section 504 and Students with Disabilities Brochures and Storage of Section 504 Related Documents

A. Distribution of Section 504 and Students with Disabilities Brochures to Students

Schools are to distribute the District's [Section 504 and Students with Disabilities](#) brochure to every student at the beginning of each school year and initial enrollment. The brochure template is available for duplication in the link above, or Reprographic Services [(562) 654-9052] provides duplication options using the District's General Stores Distribution Supplies and Equipment Catalog *Forms and Publications, Educational Equity* Commodity Codes:

English (50/package) Commodity Code: 966-57-50400

Spanish (50/package) Commodity Code: 966-57-50406



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B. Storage of Section 504 Related Documents

Section 504 related documents are maintained in a Section 504 file folder within each eligible student's cumulative record as applicable, in addition to electronic versions in Welligent.

Section 504 documentation may be stored in cum size file folders as determined by school need or Reprographics Services [(562) 654-9052] offers duplication options. Limited stock of Section 504 file folders is available by contacting EECO at (213) 241-7682.

**RELATED
RESOURCES:**

[Administrator Certification On-Line System](#), Memorandum issued annually by the Office of the Superintendent

[REF-6241.3](#): Mandatory Use of the Welligent Section 504 Program Module to Conduct all Section 504 Activities, Office of the General Counsel, 10/17/17

[BUL-6612.1](#): Non-Discrimination and Anti-Harassment (Including Sexual Harassment) Policy and Complaint Procedure, Office of the General Counsel, 1/30/19

Parent Student Handbook Distribution, Memorandum issued annually by the Division of District Operations

[BUL-4692.6](#): Section 504 of the Rehabilitation Act of 1973, Office of the General Counsel, 10/27/17

[BUL-3349.1](#): Sexual Harassment Policy (Student-to-Student, Adult-to-Student, and Student-to-Adult), Office of the General Counsel, 8/6/14

[BUL-2521.2](#): Title IX Policy/Complaint Procedures, Office of the General Counsel, 2/14/18

ATTACHMENTS:

[Attachment A](#) - Nondiscrimination Statement Poster – English

[Attachment B](#) - Nondiscrimination Statement Poster– Spanish

[Attachment C](#) - Sexual Harassment Prevention Policy Poster – English

[Attachment D](#) - Sexual Harassment Prevention Policy Poster – Spanish

[Attachment E](#) - Title IX/Bullying Complaint Manager Poster – English

[Attachment F](#) - Title IX/Bullying Complaint Manager Poster – Spanish



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ASSISTANCE:

For resources or additional information, please contact:

[Educational Equity Compliance Office](#) (student-related matters) (213) 241-7682 (<http://achieve.lausd.net/eeco>; [LGBTQ resources](#); [Celebrating Religious Diversity resources](#))

Julie Hall-Panameño, Director
District Section 504 Coordinator/District Title IX Coordinator
333 South Beaudry, 18th Floor, Los Angeles, CA 90026

[Equal Opportunity Section](#) (employee-related matters) (213) 241-7685

[General Stores Customer Service](#) (562) 654-9009

[Reprographics Services](#) (562) 654-9052

LOS ANGELES UNIFIED SCHOOL DISTRICT

NONDISCRIMINATION STATEMENT

The Los Angeles Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation, abusive conduct, or bullying. The District prohibits discrimination, harassment, intimidation, abusive conduct or bullying based on actual or perceived race or ethnicity, gender/sex (including gender identity, gender expression, pregnancy, childbirth, breastfeeding/lactation status and related medical conditions), sexual orientation, religion, color, national origin (including language use restrictions and possession of a driver's license issued under Vehicle Code), ancestry, immigration status, physical or mental disability (including clinical depression and bipolar disorder, HIV/AIDS, hepatitis, epilepsy, seizure disorder, diabetes, multiple sclerosis, and heart disease), medical condition (cancer-related and genetic characteristics), military and veteran status, marital status, registered domestic partner status, age (40 and above), genetic information, political belief or affiliation (unless union related), a person's association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state or local law, ordinance, or regulation in any program or activity it conducts or to which it provides significant assistance.

Discrimination is different treatment based on a protected characteristic in the context of an educational program, work or activity without a legitimate, nondiscriminatory reason that interferes with or limits the individual's ability to participate in or benefit from the services, activities, or privileges provided by the District or includes an adverse employment action.

Hostile environment harassment occurs when a target is subjected to unwelcome conduct based on a protected characteristic, which is both subjectively offensive to the target and would be offensive to a reasonable person of the protected characteristics under similar circumstances and is sufficiently severe, persistent, or pervasive to interfere with or limit an individual's ability to effectively work or to participate in or benefit from the services, activities or opportunities offered by the District. Harassment may take many forms, including but not limited to, verbal remarks and name-calling, graphic and written statements, or any conduct that may be threatening or humiliating. Harassment based on any of the above-protected categories is a form of unlawful discrimination and will not be tolerated by the District and can result in disciplinary action against the offending student or employee.

Upon witnessing an act of discrimination, harassment, intimidation, abusive conduct, or bullying based on actual or perceived protected characteristics, school personnel are required to take immediate steps to intervene when it is safe to do so. Once a school/office has express notice or reason to know of such conduct, whether carried out by employees, students or third parties, it should take immediate and appropriate steps to investigate or otherwise determine what occurred and take prompt and effective steps reasonably calculated to end the conduct, eliminate a hostile environment, if one has been created and prevent the conduct from occurring again. These steps should be taken regardless of whether an individual makes a complaint or asks the school/office to take action. Complainants are protected from retaliation. The District prohibits retaliation against any person who files a complaint or an appeal, reports instances of noncompliance, discrimination, harassment, intimidation, abusive conduct or bullying, or who participates in the complaint-filing or investigation process. This nondiscrimination policy applies to all acts related to school activity or school attendance within any school/office under the jurisdiction of the Superintendent of the Los Angeles Unified School District.

For inquiries or complaints related to discrimination, harassment, intimidation, or bullying of students based on actual or perceived protected characteristics, contact your school's administrator, the Title IX/Bullying Complaint Manager or:

**Julie Hall-Panameño, District Section 504 and Title IX Coordinator
Educational Equity Compliance Office, (213) 241-7682**

For inquiries or complaints related to employee-to-employee, student-to-employee, or work/employment-related discrimination, harassment, abusive conduct or intimidation, contact your school administrator or:

Equal Opportunity Section, (213) 241-7685

**Both Offices are located at:
Los Angeles Unified School District
333 South Beaudry Avenue
Los Angeles, CA 90017**

DISTRITO ESCOLAR UNIFICADO DE LOS ÁNGELES

DECLARACIÓN DE PROHIBICIÓN A LA DISCRIMINACIÓN

El Distrito Escolar Unificado de Los Ángeles está comprometido a brindar un ambiente laboral y educativo libre de toda discriminación, acoso, intimidación, conducta abusiva. El Distrito prohíbe la discriminación, intimidación, conducta abusiva o acoso por razones, reales o percibidas, de raza, género/sexo (incluyendo identidad de género, expresión de género, embarazo, alumbramiento, amamantar/estado de lactancia y condiciones médicas relacionadas), orientación sexual, religión, color, origen nacional, (incluyendo restricciones de uso del idioma natal y posesión de licencia de manejo emitida bajo código de vehículo), ascendencia, estado de inmigración, discapacidad física o mental, condición médica (incluyendo depresión clínica y desorden bipolar, HIV/AIDS, hepatitis, epilepsia, trastorno convulsivo, diabetes, esclerosis múltiple y enfermedad del corazón), relacionada con cáncer y características genéticas), estatus militar o de veterano de guerra, estado civil, estado de pareja registrada, edad (mayores de 40 años), información genética, creencia o afiliación política (ajena a un sindicato), asociación de una persona con otra persona o grupo que tenga una o más de estas características reales o percibidas o por cualquier otra razón que cuente con la protección de ordenanzas o reglamentos, leyes federales, estatales o locales en los programas o actividades que ofrece el Distrito o para los cuales ofrece ayuda sustancial.

La discriminación es un trato distinto por razones de una característica en el individuo que está protegida por la ley dentro del contexto de un programa educativo, trabajo o actividad sin una razón legítima que se no discriminatoria e interfiere y limita la capacidad del individuo para participar o beneficiarse de los servicios, actividades o privilegios que brinda el Distrito o incluye una acción de empleo adversa.

El acoso en un ambiente hostil ocurre cuando un persona, está sometida a una conducta desagradable sobre la base de una característica protegida, que es subjetivamente ofensiva para la persona y sería ofensiva para una persona razonable de las características protegidas en circunstancias similares, y es suficientemente severa, persistente, o generalizado para interferir o limitar la capacidad de un individuo para trabajar o participar efectivamente o beneficiarse de los servicios, actividades u oportunidades ofrecidas por el Distrito. El acoso puede tomar muchas formas, que incluyen pero no se limitan a comentarios verbales y insultos, declaraciones gráficas y escritas, o cualquier conducta que pueda ser amenazante o humillante. El acoso basado en cualquiera de las categorías arriba protegidas es una forma de discriminación ilegal y no será tolerado por el Distrito y puede resultar en una acción disciplinaria contra el estudiante o empleado ofensor.

El personal escolar que observe discriminación, acoso, intimidación, conducta abusiva y /o abuso por razones, reales o percibidas, de un individuo con características que protege la ley, tiene la obligación de inmediato tomar las medidas para intervenir si existen las condiciones de seguridad necesarias. Una vez que el personal de una escuela u oficina ha indicado conocimiento o razón de saber de tal conducta de discriminación, acoso, intimidación y/o abuso, cometida ya que sea por empleados, estudiantes o terceras personas, deberá tomar las medidas necesarias e inmediatas para investigar o determinar lo que ocurrió y de manera razonable y bien pensada tomar pasos oportunos y efectivos para detener la conducta, eliminar un ambiente hostil, si se ha creado, y prevenir que la conducta ocurra una vez más. Estos pasos se deberán tomar ya sea que exista una persona que se quejó o pidió intervención por parte del personal o la dirección escolar. Los demandantes están protegidos contra represalias. El Distrito prohíbe las represalias contra cualquier persona que presente una queja o apelación, informa casos de incumplimiento, discriminación, acoso, intimidación y/o abuso, o que participe en el proceso de presentación de quejas o investigación.

Esta política de prohibición a la discriminación se aplica a todas las acciones relacionadas con actividad o asistencia escolar en de todas las escuelas u oficinas dentro de la jurisdicción del Superintendente del Distrito Escolar Unificado de Los Ángeles.

Si usted tiene alguna pregunta o queja relacionada con discriminación, acoso, intimidación y /o abuso de estudiantes por razones, reales o percibidas, de un individuo con características que protege la ley, comuníquese con su administrador escolar, el Administrador de Quejas por Intimidación/Título IX o con:

**Julie Hall-Panameño, District Section 504 and Title IX Coordinator
Educational Equity Compliance Office, (213) 241-7682**

Si usted tiene alguna pregunta o queja relacionada con discriminación, acoso, conducta abusiva y/o intimidación entre empleados, entre un estudiante y empleado o de carácter laboral, comuníquese con su administrador escolar o con:

Equal Opportunity Section, (213) 241-7685

Ambas oficinas están ubicadas en:

Los Angeles Unified School District, 333 South Beaudry Avenue, Los Angeles, CA 90017

LOS ANGELES UNIFIED SCHOOL DISTRICT SEXUAL HARASSMENT PREVENTION POLICY

The District is committed to providing a working and learning environment free from sexual harassment. The District prohibits sexual harassment of or by employees, students, or persons doing business with or for the District based on actual or perceived sex, sexual orientation, gender, gender identity, gender expression, pregnancy, childbirth, breastfeeding/lactating status, and any related medical conditions. Failure to follow this policy is a violation of state and federal law.

Sexual harassment is any unwelcome conduct based on sex, including sexual advances, requests for sexual favors, and any other verbal, visual, or physical conduct of a sexual nature or based on sex made by someone from or in the work or educational setting, under any of the following conditions:

- Submission to the conduct is directly or indirectly made as a condition of an individual's employment, academic status, or progress.
- Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions, or for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.
- The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance or of creating an intimidating, hostile, or offensive work or educational environment.

Upon witnessing discrimination, harassment, intimidation, abusive conduct, or bullying based on the above, personnel are required to take immediate steps to intervene when safe to do so. Reporting the conduct to an administrator or Title IX/Bullying Complaint Manager can be an appropriate intervention. Once a school/office has been notified of the conduct, whether carried out by employees, students, or third parties, it should take immediate and appropriate steps to investigate or otherwise determine what occurred and take prompt and effective reasonable steps to end the conduct, eliminate a hostile environment if one has been created, and prevent it from reoccurring. These steps should be taken regardless of whether an individual makes a complaint or asks the school/office to take action. This policy applies to all acts related to school activity or school attendance under the Los Angeles Unified School District Superintendent's jurisdiction.

Any District students or employees who believe they have been a victim of sexual harassment or who have witnessed such an act should report it to an administrator or Title IX/Bullying Complaint Manager so appropriate action may be taken to resolve it. The District prohibits retaliation against anyone who files a sexual harassment complaint or participates in the investigation process. Complaints must be promptly and fairly investigated in a way that respects the privacy of the parties concerned to the fullest extent possible.

Your school/office administrator or Title IX/Bullying Complaint Manager(s): _____;
Phone: _____ Email: _____.

For policies/procedures related to sexual harassment of or by students and how to file a complaint, contact: Educational Equity Compliance Office, Julie Hall-Panameño-LAUSD Section 504/Title IX Coordinator, (213) 241-7682.

For employee-to-employee, student-to-employee or work/employment-related discrimination, harassment, intimidation or abusive conduct, contact: Equal Opportunity Section, (213) 241-7685.

District office locations: Los Angeles Unified School District - 333 South Beaudry Avenue, Los Angeles, CA 90017

LOS ANGELES UNIFIED SCHOOL DISTRICT SEXUAL HARASSMENT PREVENTION POLICY

Your school works to give you an education that is safe and without sexual harassment. Sexual harassment is behavior you don't like that is directed at you because you are a girl or a boy. It can make you feel unsafe or scared and keeps you from learning. It can be someone's bad words, something you see, physical behavior, or touching of private body parts (like parts covered by a swimsuit). Examples are:

- ▶ Unwanted hugs, kisses, grabbing or touching
- ▶ Standing too close or stopping someone from moving
- ▶ Teasing or saying rumors and mean jokes about others or making comments about other people's bodies
- ▶ Writing hurtful notes or messages
- ▶ Showing or sending inappropriate or nasty pictures of any kind that make others feel bad or uncomfortable
- ▶ Making mean or rude body motions that embarrass or hurt people's feelings
- ▶ Treating someone differently just because they are a girl or boy

It is against school rules and the law for people to do this. If it's safe for you, you can ask the person to stop doing these bad things to you or other kids. You can help friends share problems like this with an adult they trust. You can report it to the principal, a teacher, or someone who handles complaints like this. The school will take action right away to find out what happened, make it stop and keep it from happening again. No one is allowed to punish you for making a report or for talking to an adult about what happened. The school will share information with people who can help fix it. This is true for all school activities in your school district.

People who can help you:

Your principal: _____
Complaint Manager (Title IX/Bullying): _____
Call: _____
Email: _____

For more information about this and how to make a report, you can call or write to the Educational Equity Compliance Office or Julie Hall-Panameño-LAUSD Section 504/Title IX Coordinator at (213) 241-7682; EquityCompliance@lausd.net.

Schools can ask for help for staff by calling or writing to the Equal Opportunity Section at (213) 241-7685.

Both offices are at the Los Angeles Unified School District main building, and the address is 333 South Beaudry Avenue, Los Angeles, CA 90017

DISTRITO ESCOLAR UNIFICADO DE LOS ÁNGELES NORMAS SOBRE LA PREVENCIÓN DEL ACOSO SEXUAL

El Distrito se compromete a ofrecer un entorno laboral y de aprendizaje libre de acoso sexual. El Distrito prohíbe el acoso sexual por parte de -o dirigido a- empleados, estudiantes, personas que gestionan con el Distrito, con base en su sexo real o percibido, orientación sexual, género, identidad de género, expresión de género, embarazo, paternidad/maternidad, lactancia y cualquier condición médica relacionada. El no seguir estas reglas quebranta las leyes estatales y federales.

El acoso sexual es cualquier conducta no deseada con base en el sexo, e incluye insinuación sexual, solicitar favores sexuales o cualquier otra conducta verbal, visual o física de índole sexual, o basada en el sexo, exhibida por una persona en el entorno educativo o laboral, que corresponda con cualquiera de las siguientes condiciones:

- Que someterse a la conducta explícita o implícitamente constituya una condición para el empleo, estatus académico, o progreso del individuo.
- Que someterse a, o rechazar, tal conducta afecte las decisiones que se tomen sobre el individuo en lo referente a empleo o decisiones académicas, o cualquier decisión que afecte al individuo en lo tocante a prestaciones y servicios, honores, programas o actividades disponibles en el plantel o mediante la institución educativa.
- Que la conducta tenga el propósito de afectar negativamente la labor o el rendimiento académico del individuo, o de crear un entorno laboral o de aprendizaje que intimide, sea hostil o humillante.

Al presenciar la discriminación, el acoso, la intimidación, la conducta abusiva u hostigamiento basado en lo anterior, se requiere que el personal tome medidas inmediatas para intervenir cuando sea seguro hacerlo. El informarle sobre la conducta a un Administrador escolar o Administrador de Atención a Quejas de Intimidación/Título IX puede ser una medida de intervención apropiada. Una vez que una escuela / oficina haya recibido la notificación de la conducta, ya sea por parte de los empleados, estudiantes, o de terceros, deberá tomar medidas inmediatas y apropiadas para investigar o determinar lo que ocurrió, y aplicar puntualmente las medidas razonables y eficaces para poner fin a la conducta, eliminar el ambiente hostil si se ha creado tal ambiente, y evitar que se vuelva a producir. Estos pasos se deberán tomar independientemente de que un individuo haya presentado una queja o le pida a la escuela / oficina que tome medidas. Esta política se aplica a todos los actos relacionados con la actividad o asistencia escolar bajo la jurisdicción del Superintendente del Distrito Escolar Unificado de Los Ángeles.

Todo estudiante o empleado del Distrito que crea que ha sido víctima de acoso sexual, o que haya sido testigo de dicho acto, deberá informarle a un Administrador escolar o Administrador de Atención a Quejas de Intimidación/Título IX a fin de que se tomen las medidas adecuadas para resolverlo. El Distrito prohíbe las represalias en contra de un individuo que haya presentado una denuncia de acoso sexual o que participe en el proceso de investigar la denuncia. Las denuncias se deberán investigar de forma oportuna y procurando que se respete la privacidad de las personas involucradas al máximo grado posible.

Administrador(es) escolar o Administrador(es) de Atención a Quejas de Intimidación/Título IX en el plantel escolar:

_____ ; Tel.: _____

Correo-e: _____.

Para políticas/procedimientos relacionados con el acoso sexual hacia, o por parte de, estudiantes y para ver cómo presentar una queja, favor de ponerse en contacto con: Oficina de Equidad y Cumplimiento Educativo, Julie Hall-Panameño-LAUSD Coordinadora de Sección 504/Título IX, (213) 241-7682.

Para denunciar actos de empleado a empleado, estudiante a empleado, o relacionados con el trabajo/empleo, en términos de discriminación, acoso, intimidación o conducta abusiva, favor de comunicarse con: Sección de Oportunidades Equitativas, (213) 241-7685

Sede de las oficinas distritales: Distrito Escolar Unificado de Los Ángeles - 333 South Beaudry Avenue, Los Angeles, CA 90017

DISTRITO ESCOLAR UNIFICADO DE LOS ÁNGELES NORMAS SOBRE LA PREVENCIÓN DEL ACOSO SEXUAL

Tu escuela trabaja para brindarte una educación segura y libre de acoso sexual. Los actos de acoso sexual son conductas que te resulten desagradables, y dirigidas a ti por ser niña o niño. Pueden hacerte sentir incómodo(a) o con temor y te impiden aprender. Pueden ser insultos por parte de otras personas, algo que veas, conductas físicas o toqueteo en partes privadas (las que cubre un traje de baño). Por ejemplo:

- ▶ Besos, abrazos, apretones o toqueteos no deseados
- ▶ Pararse muy cerca o impidiendo que alguien se mueva
- ▶ Molestar o propagar rumores y bromas malintencionadas sobre los demás o hacer comentarios sobre el cuerpo de los demás
- ▶ Escribir notas o mensajes hirientes
- ▶ Mostrar o enviar imágenes no apropiadas o desagradables de cualquier tipo, que hagan sentir mal o incómodos a los demás.
- ▶ Hacer movimientos corporales malintencionados o groseros que avergüencen o hieran los sentimientos de la gente
- ▶ Tratar a alguien de manera diferente sólo por ser niña o niño

Las reglas escolares y las leyes prohíben que le gente haga esto. Si es seguro para ti, puedes pedirle a la persona que deje de hacer estas cosas malas en tu contra y en contra de los otros niños. Puedes ayudar a tus amigos para que hablen sobre problemas como este con un adulto en quien confíen. Puedes reportarlo al director, un maestro o alguien que se encargue de quejas como esta. La escuela tomará medidas de inmediato para determinar qué paso, hacer que esto pare y prevenir que vuelva a suceder. Nadie está autorizado a castigarte por reportar o hablar con un adulto sobre lo que haya pasado. La escuela hará llegar la información a las personas que puedan ayudar a solucionar la situación. Esto corresponde a todas las actividades escolares en tu distrito escolar.

Personas que pueden ayudarte:

Tu director: _____

Administrador de atención a quejas (Título IX/ intimidación): _____

Llamar: _____

Correo-e: _____

Para obtener más información sobre este tema y sobre cómo presentar un reporte, puedes llamar o escribir a la Oficina de Equidad Educativa o a Julie Sección Hall-Panameño- Coordinadora de LAUSD de 504 / Título IX al (213) 241-7682; EquityCompliance@lausd.net.

Las escuelas pueden pedir ayuda al personal llamando o escribiendo a la Sección de Oportunidades Equitativas al (213) 241-7685.

Ambas oficinas están en la sede del Distrito Escolar Unificado de Los Ángeles, edificio principal, en 333 South Beaudry Avenue, Los Angeles, CA 90017

THE TITLE IX/BULLYING COMPLAINT MANAGERS FOR OUR SCHOOL ARE:

ROOM # / PHONE # / EMAIL

ROOM # / PHONE # / EMAIL

ROOM # / PHONE # / EMAIL

**Report discrimination, harassment,
intimidation and bullying to any of the people
listed here or to any school administrator.**

THEY CAN HELP!

**LOS ADMINISTRADORES DEL
TÍTULO IX/
ADMINISTRADORES DE
QUEJAS DE ACOSO ESCOLAR
DE NUESTRA ESCUELA SON:**

#SALÓN / #TEL / EMAIL

#SALÓN / #TEL / EMAIL

#SALÓN / #TEL / EMAIL

**Reportar la discriminación, hostigamiento,
intimidación y el acoso escolar a cualquiera de las
personas mencionadas aquí o a los
administradores de la escuela.**

¡ELLOS PUEDEN AYUDARLE!