

Community Relations

INTERPERSONAL RESPECT

Employees and parents of the Orcutt Union School District need not be subjected to threats or verbal intimidation, confrontation, or situations that could provide violence. It is the responsibility of the administrator/designee in charge to ensure and promote mutual respect, civility and orderly conduct among District employees, parents and the public.

Disruptions

1. Any individual who disrupts or threatens to disrupt school/office operations; threatens the health and safety of parents, students or staff; willfully causes property damage; uses loud and/or offensive language which could provoke a violent reaction; or who has otherwise established a continued pattern of unauthorized entry on school District property, will be directed to leave school or school District property promptly by the administrator/designee who is in charge.
2. If any individual uses obscenities or speaks in a demanding, loud, insulting and/or demeaning manner, the administrator, employee or parent to whom the remarks are directed, will calmly and politely admonish the speaker to communicate civilly. If corrective action is not taken by the abusing party, a District employee will verbally notify the abusing party that the meeting, conference or telephone conversation is terminated and, if the meeting or conference is on District premises, the offending person will be directed to leave promptly.
3. When an individual is directed to leave under the above circumstances, the administrator/designee shall inform the person that he/she will be guilty of a misdemeanor in accordance with California Education Code 44811 and Penal Codes 415.5 and 626.7, if he/she reenters any District facility without permission within 30 days after being directed to leave, or within seven days if the person is a parent/guardian of a student attending that school. If an individual refuses to leave upon request or returns before the applicable period of time, the administrator/designee may notify law enforcement officials. An Incident Report should be completed for each incident as set forth in paragraphs 1 and 2.

Safety and Security

4. The Superintendent or designee will ensure that a safety and/or crisis intervention techniques program is provided in order to raise awareness on how to deal with these situations if and when they occur.
5. When violence is directed against a parent, employee, or theft against property, the parent or employee shall be encouraged to promptly report the occurrence to the school principal or supervisor and complete an Incident Report. The principal or supervisor should complete an Incident Report, and report to law enforcement, any attack, assault or threat made against any individual on school/District premises or school/District sponsored activity.

Documentation

6. When it is determined by staff that a member of the public is in the process of violating the provisions of this policy, an effort should be made by staff to provide a written copy of this policy, including applicable code revisions, at the time of occurrence. The employee will immediately notify his/her supervisor and provide a written report of the incident on the attached form.

Regulation approved: 12/14/2011

ORCUTT UNION SCHOOL DISTRICT
Orcutt, California