

Abuse and Sexual Conduct Information and Reporting Requirements for Employees

KLAMATH FALLS CITY SCHOOLS DOES NOT TOLERATE CHILD ABUSE OR SEXUAL CONDUCT IN ANY FORM.

The school district seeks to prevent child abuse and sexual harassment by committing to:

- Teaching students about appropriate boundaries and relationships (in coordination with curriculum);
- Training all employees regarding child abuse and sexual conduct, and clearly communicating responsibilities and procedures;
- Making this training available to parents, community members, contractors, and volunteers; and
- Promptly and thoroughly investigating any reports or complaints of abuse or sexual conduct.

Abuse Defined

- Any assault of a child and any physical injury to a child which has been caused by other than accidental means.
- Any mental injury to a child, which includes observable and substantial impairment of the child's mental or psychological ability to function, caused by cruelty.
- Rape of a child.
- Sexual abuse or sexual exploitation (e.g., contributing to the sexual delinquency of a minor, encouraging or allowing a child to be involved in pornography or prostitution).
- Negligent treatment, such as failure to provide adequate food, clothing, shelter, or medical care.
- Threatened harm to a child (i.e., subjecting a child to a substantial risk of harm).
- Buying or selling a person under 18 years of age.
- Permitting a person under 18 to enter premises where methamphetamines are manufactured.

- Unlawful exposure of a child to controlled substances or cannabinoid extract production.

Sexual Conduct Defined

Sexual conduct includes verbal or physical conduct, written or electronic communications by an employee, contractor, agent, or volunteer that involve a student and that are:

- Sexual advances or requests for sexual favors directed toward the student;
- Of a sexual nature directed toward the student;
- That interfere with the student's educational performance or create a hostile or offensive educational environment.

Sexual conduct does **not** include touching that is required for job duties or services, and for which there is no sexual intent.

Student Defined

Any person in any grade from pre-kindergarten through grade 12, or under 21 years of age and receiving educational services from a non-postsecondary institution.

Examples of Sexual Conduct May Include (but Are Not Limited To):

- Performing back rubs on students;
- Touching students frequently;
- Exchanging romantic gifts or communication with a student;
- Discussing or writing about sexual topics unrelated to curriculum;
- Making sexual jokes, gestures, or innuendos;
- Engaging in inappropriate banter with students (e.g., discussing dating behavior);
- Intentionally invading student privacy;
- Kissing students;
- Commenting on students' bodies or appearance in a sexual manner;
- Videotaping or photographing a student in revealing poses;

- Sharing one's own sexual experiences or marital difficulties;
- Using private emails, texting, or instant messaging to discuss sexual topics with individual students.

Reporting Requirements for Employees

All employees are required to follow:

- **Policy JHFE – Reporting of Suspected Abuse of a Child**
- **Policy GBNAA/JHFF – Reporting Requirements for Suspected Sexual Conduct with Students**

These policies ensure employees report incidents properly.

If an employee has **reasonable cause to believe** a child has suffered abuse:

- They must report to DHS or local law enforcement in the county where the contact occurred.

If an employee has **reasonable cause to believe** another adult or student has abused a child:

- They must report to DHS or local law enforcement as well.

If an employee has **reasonable cause to believe** another employee, contractor, agent, or volunteer has engaged in sexual conduct with a student:

- They must **immediately notify** the designated licensed administrator, who must report it to either the **Oregon Department of Education (ODE)** or the **Teacher Standards and Practices Commission (TSPC)**.

Investigation Process

When a licensed administrator receives a report:

- They report it to TSPC (if the accused is licensed) or to ODE (if unlicensed).

- TSPC or ODE will investigate and report findings back to the district.
- The district may also conduct an internal investigation.
- If abuse is reasonably believed to have occurred, the administrator must ensure reports are made to DHS or law enforcement.
- If an employee is reasonably believed to have committed abuse or sexual conduct, they will be placed on **paid administrative leave** and may face disciplinary action up to termination.

Appropriate Electronic Communication with Students

Policy GBNA/JHFF requires:

- All electronic communication with students to be appropriate and only as directed by district administration.
- Employees should use **district email** or messaging to groups, not individuals.
- **Texting or private messages** using personal contact information obtained through employment is **prohibited**.

Additional Provisions

If a school employee, contractor, or agent **knows or reasonably suspects** that another employee, contractor, or agent has engaged in abuse or sexual conduct, they **may not assist** the individual in obtaining new employment.

This prohibition **does not apply** if:

- The misconduct was already reported to the appropriate agency and resolved;
- The investigation is still ongoing after four years.

Volunteer or Contractor Acknowledgment

By providing your signature, you:

- Authorize a background check;
- Acknowledge the need for confidentiality;
- Acknowledge having reviewed the above **Abuse and Sexual Conduct Information and Reporting Requirements for School Contractors, Agents, and Volunteers.**