

BOARD POLICY

GAF

PERSONNEL WORKPLACE VIOLENCE

OCTOBER 15, 2001

Livonia Public Schools is committed to providing students, employees, volunteers, and visitors a safe environment. Accordingly, the school district prohibits acts of violence or threats of violence on school property, at school-sponsored events or involving school vehicles.

Workplace violence is defined as acts or threats of violence against persons or property that is sufficiently severe, offensive or intimidating to alter the employment conditions or to create a hostile, abusive, or intimidating work environment for employees. Workplace violence includes, but is not limited to, threats, physical attack or property damage.

Specific examples of conduct prohibited under this policy include, but are not limited to, the following:

- Physical attack such as hitting, fighting, pushing or shoving another or throwing objects at an individual.
- Threatening to harm an individual or his/her family, friends, associates or their property.
- The intentional destruction or threat of destruction of property owned, operated or controlled by the district.
- Threatening statements by any means including, but not limited to, telephone calls, letters, or other forms of written or electronic communications.
- Intimidating or attempting to coerce an employee to do wrongful acts.
- Possession or use of firearms, weapons or other dangerous devices on school property, including but not limited to, parking lots.

All employees are prohibited from possessing on district property or vehicles any item to be deemed a dangerous weapon. For the purposes of this policy, dangerous weapons include, but are not limited to, firearms, explosives, knives (with a blade over 3 inches in length), clubs, sticks, martial arts implements or other items which are intended to be used to cause death or inflict bodily harm. All district property including buildings, grounds, office areas, desks, file cabinets, storage containers, are for official district use and employees can have no expectation of privacy in these areas. All district property is at all times subject to examination and inspection by district officials in the discharge of their duty and enforcement of the district's policies.

Any employee, applicant for employment, student, or board member who believes that he/she has been the victim of such actions, or who has observed such action, must promptly report such action(s) to the applicable School ~~Principal~~ Administrator or the ~~Supervisor~~ Administrator of Public Safety. If, for any reason, the individual does not feel that he/she can report the action(s)

to the applicable School ~~Principal~~ **Administrator** or the ~~Supervisor~~ **Administrator** of Public Safety, he/she shall promptly report the action(s) to the ~~Superintendent of Schools~~ **Assistant Superintendent of Human Resources**.

The School District has the responsibility for investigating and resolving such complaints.

Violations of this policy will result in disciplinary action up to and including discharge.