

FAITH'S LAW SEXUAL ABUSE AND MOLESTATION PREVENTION POLICY

Koraes Elementary School Sexual Abuse Prevention Policy and Procedures

As a school organization, Koraes Elementary School considers the safety and well-being of the children in our educational program a top priority. We prohibit abuse and strive to proactively address reports of this type of conduct. We want to be notified regarding problems or concerns, and we will strive to act on them in a fair way in accordance with our policies.

We will report suspected abuse to the proper law enforcement agencies.

Policy and Procedures:

Koraes Elementary School has adopted the following Policy and Procedures in an effort to provide a safe environment for our teachers, students and their families.

1. *The New Employee Recruitment process shall include the following:*

- a. Application – beginning July 1, 2023, every teacher, substitute teacher and contracted persons working directly with students must complete the KES written application that sets forth appropriate background information and requires disclosure of any prior claims or allegations of sexual abuse or other inappropriate conduct.
- b. Background Check – All staff hired after August 2023 will be subject to a background check that includes appropriate inquiries regarding any previous record of sexual abuse or other unlawful activity.

2. *An Abuse Prevention Orientation shall be conducted annually.*

- a. A Board Member will review this policy with the Head of School each year. The Head of School will arrange professional development opportunities for staff.
- b. The Koraes staff will be required to complete GCN training modules for Sexual Abuse.

3. *Prohibited Behavior*

- a. *Use of degrading language or behavior:* Teachers are also responsible for stopping observed disrespectful behavior between students, including observed sexual harassment.
- b. *Threatening or intentionally inflicting physical injury upon anyone, especially a minor:* Teachers are also responsible for stopping observed threatening behavior by students.

- c. *Committing any sexual offense against a minor, or engaging in any sexual contact with a minor.*
- d. *Making any sexual advance, or engaging in other verbal, or physical conduct of a sexual nature with a minor.*
- e. *Non-related one-adult/one-child interaction except in an emergency where following this policy would be dangerous to the child:* In an emergency situation, the teacher, substitute, coach, volunteer or contracted worker must contact the KES Head of School to inform him/her of this contact and the reason for it. If a child is receiving individual instruction, this activity must be in a public setting accessible by school administration.

4. Reporting of Suspected Child Sexual Abuse

- a. The chairperson of the Koraes School Board or other official representative (school board president designee) will be designated to receive reports from the KES Head of School of sexual abuse or other inappropriate conduct. This representative will promptly notify the proper law enforcement agencies.
- b. All teachers, coaches, substitute teachers, volunteers and contracted workers of Koraes School are directed to report any incident of abuse or suspected abuse that they witness or that is reported to them to the KES Head of School, and the KES Head of School will report it to the School Board President (or school board president designee). Note: This does not preclude individuals from reporting abuse or suspected abuse to the proper law enforcement authorities.
- c. After a report of sexual abuse is made to the KES Head of School, and the KES Head of School reports it to the School Board President (or designee) and the appropriate law enforcement agency is notified, a decision will be made regarding how and by whom the information will be communicated to the parent (unless the accused is the parent) and to the student (as developmentally appropriate).
- d. The School Board Chairperson will keep other Board members fully informed.
- e. Should a suspected incident of abuse be reported, the teacher/substitute teacher/coach/contracted worker/volunteer in question may be temporarily suspended from duties while an investigation takes place.
- f. The KES Head of School, KES School Board Chairperson, Palos Hills Police Department and parents will work together during the investigation (unless the parents are the accused).