



FOOTHILL-DE ANZA
Community College District

DRAFT – Revised (Legally Required)

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| Book | Board Policy |
| Section | Chapter 7 – Human Resources (including former Article 4 – Personnel) <u>Chapter 3 General Institution</u> |
| Title | Prevention of <u>Workplace Violence</u> |
| Number | BP 4515 <u>3510</u> |
| Status | Active |
| Legal | Cal/OSHA: Labor Code Sections 6300 et seq. 8 California Code of Regulations Section 3203 "Workplace Violence Safety Act of 1994" (Code of Civil Procedure Section 527.8) "Workplace Violence Safety Act of 1994" (Penal Code Section 273.6) |
| Adopted | October 21, 1996 |
| Last Revised | November 5, 2001 |

The Board is committed to providing a District work and learning environment that is free of violence and the threat of violence. The Board's priority is the effective handling of critical workplace violence incidents, including those dealing with actual or potential violence.

The Chancellor shall establish administrative procedures that assure that employees are informed regarding what actions will be considered violent acts, and requiring any employee who is the victim of any violent conduct in the workplace, or is a witness to violent conduct to report the incident, and that employees are informed that there will be no retaliation for such reporting.

~~The Foothill De Anza Community College District is committed to providing and maintaining a respectful environment that is conducive to working and learning for all members of the educational community. The District will make every reasonable effort to provide a safe and healthy working environment for its employees and a safe and healthy learning environment for students and visitors, in accordance with local, state and federal laws and regulations.~~

~~In keeping with this commitment, it is the District's policy to strictly prohibit acts and threats of violence. This includes acts and threats that are intended to damage property or to intimidate, harass and/or coerce others. The prohibition of acts and threats of violence also includes any act, behavior or communication that is abusive, threatening or disruptive to the work, education or well-being of any individual or group of individuals employed by, enrolled in or visiting the District.~~

~~Workplace violence is cause for disciplinary action including, but not limited to, termination of employment or expulsion from District premises. Violators may also be subject to criminal prosecution. Foothill De Anza~~

~~Community College District seeks to provide a safe work environment to the full extent required by law and does not intend to create an obligation on the part of the District to take any actions beyond those required by law.~~

~~Persons who commit violent acts or threats on District premises shall be removed from the premises as quickly as safety permits. The District reserves the right to refuse entry to District premises to such individuals, pending the outcome of an investigation into a reported incident.~~

~~Once a threat has been substantiated, the District will notify the person responsible that he or she will be held accountable for the action. The District will implement timely and appropriate responses, as necessary.~~

~~Existing District policies and procedures may not be used in any manner that interferes with a timely and appropriate response.~~

Approved 10/21/96

Amended 11/5/01