Anti-Harassment Policy

Policy Statement

It is the policy of ACEing Autism to promote a cooperative play and sports environment in which there exists mutual respect for all athletes, coaches, volunteers, and parents/guardians, who should be treated with dignity and decency. The environment of the organization should be characterized by mutual trust and the absence of intimidation, oppression, or exploitation. Sexual harassment is inconsistent with this objective and contrary to ACEing Autism’s policy and equal opportunity to work and to participate in sports without regard to age, sex, sexual orientation, sex stereotyping (including assumptions about a person’s appearance or behavior, gender roles, gender expression, or gender identity), gender, gender identity, gender expression, citizenship, religion, race, color, national origin, ethnic origin, disability, genetic information, marital status, or any other personal status. Sexual harassment is illegal under Federal and State laws, and will not be tolerated within ACEing Autism. Through enforcement of this policy and by education of employees, ACEing Autism will seek to prevent and address behavior that violates this policy.

All employees, regardless of their positions, are covered by and are expected to comply with this policy and to take appropriate measures to ensure that prohibited conduct does not occur. Appropriate action will be taken against any employee, volunteer, or parent who violates this policy. Based on the seriousness of the offense, action may include verbal or written reprimand, suspension, or termination of employment, membership or participation within the organization.

Prohibited Conduct

It is a violation of ACEing Autism policy for any employee or member of ACEing Autism to engage in harassment or to retaliate against any individual for raising an allegation of harassment or for filing a complaint alleging harassment. ACEing Autism, in compliance with all applicable federal, state and local anti-discrimination and harassment laws and regulations, enforces this policy in accordance with the following definitions and guidelines:

Sexual Harassment

Sexual harassment can be requests for sexual favors or unwelcome sexual behavior that is bad enough or happens often enough to make you feel uncomfortable, scared or confused and that interferes with your ability to work or to participate in ACEing Autism’s program.

Examples of sexual harassment include but are not limited to the following:

Sexual harassment can be verbal (comments about your body, spreading sexual rumors, sexual remarks or accusations, dirty jokes or stories), physical (grabbing, rubbing, flashing or mooning, touching, pinching in a sexual way, sexual assault) or visual (display of naked pictures or sex-related objects, obscene gestures). Sexual harassment can happen to girls and boys. Sexual harassers can be fellow volunteers, Program Directors, parents, coaches, or other participants, members or employees of ACEing Autism.

Discrimination
It is a violation of ACEing Autism’s policy to discriminate on the basis of, in whole or in part, the person’s race, color, religion, sex (including pregnancy, childbirth, and medical conditions related to pregnancy, childbirth, or breastfeeding), sex stereotyping (including assumptions about a person’s appearance or behavior, gender roles, gender expression, or gender identity), gender, gender identity, gender expression, national origin, age, mental or physical disability, ancestry, medical condition, marital status, military or veteran status, citizenship status, sexual orientation, genetic information, or any other protected status.

Harassment

ACEing Autism prohibits harassment of any kind, including sexual harassment as outlined above, and will take appropriate and immediate action in response to complaints or knowledge of violations of this policy. For purposes of this policy, harassment is any verbal or physical conduct designed to threaten, intimidate, or coerce any person working for or on behalf of ACEing Autism.

The following examples of harassment are intended to be guidelines and are not exclusive when determining whether there has been a violation of this policy:

- Verbal harassment includes comments that are offensive or unwelcome regarding a person’s national origin, race, color, religion, gender, sexual orientation, age, body, disability or appearance, including epithets, slurs and negative stereotyping.
- Nonverbal harassment includes distribution, display or discussion of any written or graphic material that ridicules, denigrates, insults, belittles or shows hostility, aversion or disrespect toward an individual or group because of an individual’s race, color, religion, sex (including pregnancy, childbirth, and medical conditions related to pregnancy, childbirth, or breastfeeding), sex stereotyping (including assumptions about a person’s appearance or behavior, gender roles, gender expression, or gender identity), gender, gender identity, gender expression, national origin, age, mental or physical disability, ancestry, medical condition, marital status, military or veteran status, citizenship status, sexual orientation, genetic information, or any other protected status.

Complaints

No hardship, loss, benefit or penalty may be imposed on an employee or a volunteer in response to:

- Filing or responding to a bona fide complaint of discrimination or harassment.
- Appearing as a witness in the investigation of a complaint.
- Serving as an investigator of a complaint.

Lodging a bona fide complaint will in no way be used against the an employee or a volunteer or have an adverse impact on the participation in the program.

Confidentiality
In investigating and in imposing any corrective action, ACEing Autism will attempt to preserve confidentiality to the extent that the needs of the situation permit.

Procedures
ACEing Autism has established the following procedure for lodging a complaint of harassment, discrimination or retaliation. ACEing Autism will treat all aspects of the procedure confidentially to the extent reasonably possible.

1. Complaints should be submitted as soon as possible after an incident has occurred, preferably in writing to the Director of Program Operations.

2. Upon receiving a complaint or being advised by a supervisor or manager that violation of this policy may be occurring, the Director of Program Operations will notify senior management.

3. The Director of Program Operations or other senior management will initiate an investigation to determine whether there is a reasonable basis for believing that the alleged violation of this policy occurred.

4. If it is determined that a violation of this policy has occurred, the Director of Program Operations or other senior management will meet with the complainant and the respondent separately and notify them of the findings of the investigation.

ACEing Autism Contact Persons:
A person wishing to file a complaint may do so by contacting any of the following: Director of Program Operations: Richard Spurling (617) 901-7153; richard@aceingautism.org. At ACEing Autism Events or Programs: the Program Director.