



## Dealing with Microaggressions, Harassment & Discrimination in School

...related to race, ethnicity, religion, age, disability, gender, gender identity, sexual orientation or any other aspect of identity

### FOR STUDENTS

#### I'm experiencing a situation that makes me uncomfortable. Who can I talk to?

- You can share your concerns with any adult that you feel comfortable talking with about your situation.
- Some staff members may be especially prepared to help, such as counselors, teachers, Deans, the Assistant Principal, Principal, Head of Upper Schools, or a Safety staff member.
- Another option is to contact the Deputy Superintendent of Schools or a member of the CPS Human Resources department. You will find contact info at the end of this brochure.
- We encourage you to share the experience with your parent, guardian, or care-giver so that they can support you as well.

#### Can I bring someone with me?

- Yes. If you like, you can bring a family member, friend, or another supportive person.
- Please know that you can expect to be heard in a supportive manner.

#### What will happen when I express my concern?

- Every effort will be made to protect your privacy, including making sure that conversations about the situation will take place without drawing attention from others at school.
- The person you have chosen to reach out to will want to know: what you have experienced, when it happened, who was involved and whether anyone else was present, and how it makes you feel. If you have ideas about the best way to resolve the situation, please let them know.
- You may be asked to write out your concerns, or the staff member might take notes during your conversation.

#### What are the next steps?

- The person you talk to may be able to address the situation, or they may need to ask a school or district leader for help.
- Sometimes, school staff need to talk with other students and adults to understand the situation. This might be referred to as an investigation.

#### How will the situation be resolved?

- A plan will be developed to address the situation while protecting your privacy, safety, and well-being.
- This might include counseling and/or disciplinary actions for the person or persons involved, development of a personal safety plan, additional individual or group meetings, and/or legal actions depending on the situation.
- The objective will be to put an immediate stop to the unwanted behavior and ensure it does not happen again.

#### How soon can I expect to see a change in my situation?

- Sometimes, situations can be quickly resolved through open dialogue, discussion and directives.
- In other cases, more intensive interventions may be necessary.
- The goal is always to resolve problems as quickly as possible.

#### WHAT ARE MICROAGGRESSIONS?

Brief and commonplace verbal, behavioral, or environmental indignities, whether intentional or unintentional, that communicate hostile, derogatory, or negative prejudicial slights and insults toward any marginalized group.

(Sue, et al 2007)

Cambridge Public Schools strives to provide a safe, respectful and welcoming educational atmosphere for all, free of harassment, microaggressions, or discrimination in any form. If you are experiencing inappropriate or unwelcome comments or behavior from another student or adult, please reach out.

## FOR FAMILIES

If you or your child experience inappropriate or unwelcome comments or behavior related to your child or family's race, ethnicity, gender, sex, gender identity, sexual orientation, religion or disability, please contact the School Principal to share your concern.



If you are uncomfortable discussing the issue with the Principal, or believe the issue has not been resolved, the next step would be to contact the Deputy Superintendent for Teaching and Learning or the Director of Diversity Development.

You may also find additional resources through the Department of Elementary and Secondary Education or U.S. Department of Education's Office of Civil Rights.

Please know that your partnership in making our schools a safe and welcoming place for all is encouraged and valued.

## FOR STAFF

If you are experiencing offensive, discriminatory or unfair treatment in the workplace related to your race, ethnicity, sex, gender, gender identity, sexual orientation, religion, age, genetic information, pregnancy or pregnancy-related condition, disability, or other category protected by federal or state law, support is available.

You are encouraged to immediately bring your concern to the attention of your Principal, Dean, or Department Head. You may also contact Director of Diversity Development Ramon De Jesus or Barbara Allen, Executive Director for Human Resources.

## Helpful Contacts

We recommend that you begin by speaking with someone at the school level, such as the Principal, Assistant Principal, or Learning Community Dean. If you need more help, you may also contact:

Dr. Carolyn L. Turk  
Deputy Superintendent for Teaching and Learning  
617.349.6418, cturk@cpsd.us

Ramon De Jesus  
Director of Diversity Development  
617.349.6456, rdejesus@cpsd.us

Barbara J. Allen  
Executive Director for Human Resources  
617.349.6441, ballen@cpsd.us

Melody Brazo  
Bullying and/or LGBTQ+ Issues  
Welcoming Schools Coordinator  
617.349.6727, mbrazo@cpsd.us

Kenneth N. Salim, Ed.D.  
Superintendent of Schools  
617.349.6494, ksalim@cpsd.us

## Outside of CPS

Students, families and staff have the right to request assistance or file a complaint with a State agency or local law enforcement. More information about your rights and how to file a complaint can be found in the Equity section of our website.

The full content of Cambridge Public Schools policies on non discrimination, bullying, sexual harassment and other related topics are available online at:

[equity.cpsd.us](http://equity.cpsd.us)

AA/EEO Employer

