

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

Personnel – Certified/Non-Certified

4118.15

Workplace Violence/Threats/Verbal Abuse

The Enfield Board of Education, in order to provide a safe and productive work environment, hereby adopts the following “zero tolerance” policy for workplace violence.

Each employee shall have the right to work in an environment free from violence. Employees are prohibited from committing any act of violence on or towards another person at any Board/Town work location or worksite. Violence is defined under this policy as acts of physical force against a person; assault; battery; intentionally placing hands upon another with the intent of harming another; intentionally causing harm to another through using any device, weapon or object; provoking another employee or individual to harm another person.

Each employee shall have the right to work in an environment free from threats of violence and from verbal abuse. Threats of violence shall be defined as the use of words or phrases indicating an intent to do physical harm to another. Verbal abuse shall include use of obscene or offensive language designed to humiliate, denigrate, belittle or provoke another person. This shall include the use of racial epithets. No employee shall bring into or possess in the workplace any weapon. For the purposes of this policy the term “weapon” includes, but is not limited to, any type of firearm, any type of knife with a blade of four inches or more, or any other weapon designed to injure. Employees are further prohibited from storing any firearm or knife, or other weapons designed to injure, in any privately-owned motor vehicle parked at a Board/Town owned parking lot or at a worksite where one or more Board employees are assigned to work. For the purposes of this policy the term “workplace” includes all public buildings, facilities, and vehicles owned by the Board of Education, Town of Enfield, and worksites where one or more Board employees are assigned to work.

Any employee who witnesses or is subject to an act of violence, use of threatening language, or verbal abuse as described in this policy shall immediately notify their supervisor of such act. An employee may choose to directly notify the Chief Personnel Officer and/or Superintendent of Schools. Any supervisor so notified shall take any necessary remedial measure to ensure the safety of employees and other persons in the immediate area and shall immediately inform the Superintendent and the Chief Personnel Officer. The Chief Personnel Officer shall promptly investigate the report and take all necessary appropriate actions. Any employee who violates this policy will be subject to the imposition of discipline, up to and including the termination of employment.

Legal Reference: Connecticut General Statutes
 10-221 Boards of education to prescribe rule(s), policies, and procedures.
 10-238 Petition for hearing by board of education.

Policy Adopted: April 23, 2019