

NEAVES DAVIS CENTER FOR CHILDREN

ZERO TOLERANCE POLICY

The Neaves-Davis Center (NDCC) is committed to providing an environment that is free from all forms of discrimination and conduct that can be considered harassing, coercive, or disruptive, including sexual harassment. Actions, words, jokes, or comments based on an individual's sex and/or sexual preference will not be tolerated.

Sexual harassment is defined as unwanted sexual advances visual, verbal, or physical, consisting of a sexual nature. This includes many forms of offensive behavior and includes gender-based harassment of a person of the same sex as the abuser. The following is a partial list of sexual harassment/abuse examples:

- Unwanted sexual advances
- Offering gifts/favors in return for sexual favors
- Making or threatening reprisals after refusing sexual advances.
- Visual conduct that includes leering, jeering, sexual gestures, displaying sexual objects, pictures, or cartoons
- Conduct that includes making or using derogatory comments, slurs, jokes, or other verbal abuse.
- Sexual advances or propositions
- Obscene gestures, letters, notes, or invitations
- Physical conduct that includes touching, assaulting, impeding, or blocking movement

Unwelcome sexual advances (either verbal or physical), requests for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment and will not be tolerated in any form. If you experience or witness sexual harassment, you can bring your concerns and make reports without fear of reprisal or retaliation. All reports and concerns will be investigated quickly and thoroughly. To the best of our ability, your name will be kept confidential unless disclosure becomes necessary for the investigation. During the investigation, the alleged victim and perpetrator will be kept separate from each other. When the investigation is completed, you will be informed of the outcome. If the perpetrator is a staff member, he/she shall be placed on administrative leave pending the outcome of the investigation. If the perpetrator is a resident, he/she will be removed and assigned to a different pod. Criminal charges may result pending outcome of the investigation.

Upon admission to NDCC, the resident will undergo routine questions and a medical exam from the facility nurse. During the medical exam the resident will be questioned regarding any previous sexual abuse or sexual harassment. If necessary, the facility nurse will forward this information to appropriate staff through the staff alert process currently being utilized. This information shall be used within the facility to ensure the resident's safety and security.

Anyone who believes he or she is being sexually harassed or abused or is aware of any behavior that may violate this policy, should report these matters to the juvenile detention supervisors. This report can be done both verbally and/or in writing utilizing the incident reporting process and/or the grievance reporting process. Residents may also anonymously make this report, in writing, to the facility Compliance Officer. The detention supervisor will immediately forward the complaint to Chris Love, Director of Detention Care Services, Lisa Wilcox, Chief Compliance Officer, and Jacques Cothren, Chief Probation Officer. Appropriate outside agencies will then be immediately notified. HEMSI (Huntsville Emergency Medical Services, Inc) ambulance service will transport the resident to the Huntsville Hospital to be treated by forensic staff. The Madison County Sheriff's department will conduct all investigations within the Neaves-Davis Center for Children. All allegations will be investigated thoroughly. Criminal charges may result upon completion of the investigation.

Residents will have access to visitation and phone calls to family members, clergy staff, counselors, support personnel from the local crisis service center, and attorneys as outlined in the Resident Rule Book. Residents are also informed of the zero-tolerance policy and use of the incident and grievance reporting process during the intake process. Family members or outside community members who suspect sexual assault of resident while in the facility can also make a report by contacting Neaves-Davis staff, through the crisis hot line, or in writing. All allegations will be investigated thoroughly.

Neaves-Davis Center staff will receive yearly training in the detection and prevention of unwanted sexual abuse or harassment. The staff will participate in viewing slide shows, reading literature, or by attending workshops as available.

To help in the prevention of sexual abuse or sexual harassment, the Neaves-Davis Center is equipped with cameras in all common areas of the center. These cameras record on a 24-hour, 7 day a week schedule. To ensure privacy and safety of the residents, cameras are not allowed in the pod's sleeping/washing areas and no more than one resident at a time will enter the sleeping/washing areas. When the residents are in these areas, they will be monitored by staff.

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