

# What to do if **you** experience racial harassment\* or discrimination at school

## STUDENTS

## HARASSMENT IS NOT YOUR FAULT

You have a protected right to feel safe at school.

It is the right of all students to be free from discrimination from others—other kids or adults—at school.

Write it  
down

1

Keep notes, make an incident report  
Always make a copy (or write it twice)

Tell someone  
at home

2

Talk to a parent or trusted adult  
Tell someone the first time it happens

Tell someone  
at school

3

Notify the school administration  
about the situation and request, specifically,  
that they “stop the harassment”

## PROTECTED

Race

Color

Religion

National  
Origin

## PARENTS

## WHAT TO DO IF A CHILD REPORTS HARASSMENT TO YOU

1

### TALK TO YOUR STUDENT

Make sure you have all the details of the incident(s) and document everything and keep anything tangible.

2

### NOTIFY THE SCHOOL ADMINISTRATION

Your student's school is required to initiate an internal grievance procedure upon notice of harassment. You may use their procedure **\*AND/OR\*** file an OCR complaint to address an inadequate response to your student's complaints.

3

### FILE AN OFFICE FOR CIVIL RIGHTS (OCR) COMPLAINT

Anyone who believes an act of discrimination on the basis of race, color, religion or national origin, against any person may file a complaint with OCR under Title VI. The person filing does not need to be the victim of the alleged discrimination. Complaint letters should explain: who was discriminated against, in what way, by whom, when it took place, who was harmed, and who to contact for more info.

## \*What is harassment?

It's when someone or some people keep saying or doing something to a student even if the student don't want them to and have tried to stop it. It's illegal under federal law. Students at any age level have the right not to be harassed.

## Title VI states that:

“No person in the United States shall, on the ground of **race, color, or national origin, or faith** be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”



For more information  
visit our website or email us

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