

1000--COMUNITY RELATIONS

1200--RELATIONS WITH PUBLIC

**UNIFORM COMPLAINT PROCEDURES**

**BP 1213**

It is the policy of the Board that the Office shall follow uniform complaint procedures, pursuant to state regulations, when addressing complaints alleging unlawful discrimination based on ethnicity, religion, age, gender, sexual orientation, color or physical or mental disability or failure to comply with the law in adult basic education, consolidated categorical aid programs, migrant education, vocational education, child care and development programs, child nutrition programs and special education programs. The Office shall investigate and seek to resolve all such complaints at the local level.

The Board prohibits retaliation in any form for the filing of a complaint, the reporting of instances of discrimination, or for participation in complaint procedures. Such participation shall not in any way affect the status, grades, or work assignments of the complainant.

The Board acknowledges and respects student and employee rights to privacy. Discrimination complaints shall be investigated in a manner that protects the confidentiality of the parties and the facts. This includes keeping the identity of complainant confidential except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee on a case-by-case basis.

The Superintendent or designee shall develop regulations that outline all steps in the uniform complaint procedures, and shall ensure that employees designated to receive and investigate complaints are knowledgeable about the laws and programs for which they are responsible.

References: Code of Regulations, Title 5, §§4600-4671; Education Code 32289; 35186; 48985

Approved: 09/16/92  
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**Santa Clara County  
Board of Education**