

Metropolitan Preparatory & Laureate Day School

Policy & Prohibition on Discrimination and Harassment Based on Race, Color, and National Origin & Retaliation

Discrimination and harassment based on race, color, or national origin and retaliation are considered prohibited conduct at Metropolitan Preparatory & Laureate Day School. Metropolitan Preparatory & Laureate Day School comply with the *Illinois Racism-Free Schools Law* as applicable to nonpublic schools. Please also reference our Bullying, Intimidation and Harassment Prevention Policy.

Examples of Prohibited Conduct

Examples of conduct that may constitute discrimination if it is done on the basis of race, color, or national origin include disciplining a student or employee more harshly or more often for the same misconduct; denying access to specific opportunities for academic or job-related advancement; and, denying language services to students who are English language learners.

Harassment is a form of prohibited discrimination. Examples of conduct that may constitute harassment on the basis of race, color, or national origin include the use of racial, ethnic or ancestral slurs or stereotypes; humiliating comments about a person's actual or perceived race, color, or national origin; the display of symbols of racial or ethnic violence; and hostile or intimidating comments, threats, or physical attacks that are motivated by race, color, or national origin.

Filing a Complaint & Investigation Process

Individuals are encouraged to promptly report claims or incidences of discrimination or harassment based on race, color, or national origin to the following Complaint Managers, or any employee with whom the individual student is comfortable speaking.

Mrs. Kate Dunlap, Principal, Metro Prep & Laureate Day School
2525 E. Oakton Street, Suite B-8
Arlington Heights, IL 60005
Phone: (847) 956-7912, ext. 4206
kdunlap@metroprep.org

Dr. Sierra Nathanson, Clinical Director, Metro Prep & Laureate Day School
2525 E. Oakton Street, Suite C-3
Arlington Heights, IL 60005
Phone: (847) 956-7912, ext. 4321
sierra.nathanson@metroprep.org

For purposes of reporting/filing a complaint and the investigation alleged incidents of discrimination or harassment on the basis of race, color or national origin, Metropolitan

Preparatory & Laureate Day School will utilize the procedures described in their Bullying, Intimidation and Harassment Prevention Policy.

Any school employee who receives a report or complaint of discrimination or harassment must promptly forward the report or complaint to the above-named Complaint Managers. Any employee who fails to promptly comply may be disciplined, up to and including discharge.

Reports and complaints of discrimination or harassment will be confidential to the greatest extent practicable, subject to Metropolitan Preparatory's & Laureate Day School's duty to investigate and maintain an educational environment that is productive, respectful, and free of unlawful discrimination, including harassment.

Prevention and Response Program

In its efforts to prevent and respond to complaints of discrimination based on race, color, and national origin, including harassment, and retaliation, Metropolitan Preparatory & Laureate Day School will:

1. Reduce or remove, to the extent practicable, barriers to reporting discrimination, harassment, and retaliation;
2. Permit any person who reports or is the victim of an incident of alleged discrimination, harassment, or retaliation to be accompanied when making a report by a support individual of the person's choice who complies with SEA's policies and rules;
3. Permit anonymous reporting, except that an anonymous report may not be the sole basis of any disciplinary action;
4. Offer remedial interventions or take such disciplinary action as may be appropriate on a case-by-case basis;
5. Offer, but do not require or unduly influence, a person who reports or is the victim of an incident of harassment or retaliation the option to resolve allegations directly with the accused; and
6. Protect a person who reports or is the victim of an incident of harassment or retaliation from suffering adverse consequences as a result of a report of, investigation of, or a response to the incident.
7. Will not permit victims of discrimination or harassment based on race, color and national origin to engage in retaliation against the offender and will not be limited in applying disciplinary measures in its response to other acts or conduct not related to the process of reporting, investigating, or responding to a report of an incident of discrimination, harassment, or retaliation.

Potential Remedies for a Violation

Any employee who is determined after an investigation to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, up to and including discharge.

Any student who is determined after an investigation to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, including but not limited

to suspension, or other consequences in line with SEA's school policies. The student's placing school district may also be informed of a student's involvement in any such incident and an IEP meeting may be convened to discuss appropriate supports, services and placement.

Any third party, e.g., vendor, parent, invitee, etc., who is determined after an investigation to have engaged in conduct prohibited by this policy will be addressed by Metropolitan Preparatory & Laureate Day School on a case-by-case basis and pursuant to its school policies. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to remedial and/or disciplinary action.

Retaliation Prohibited

Retaliation against any person for bringing complaints, participating in the complaint process, or otherwise providing information about discrimination or harassment based on race, color, or national origin is **prohibited**.

Individuals should report allegations of retaliation to the Complaint Managers.

This policy is also not intended to impair or otherwise diminish the right of employees under federal law, State law, or a collective bargaining agreement, if applicable.

Complaints to Federal and State Agencies

If there is a failure to take necessary corrective action in response to severe or pervasive harassment based on race, color, or national origin, further relief and legal recourse may be available through state and federal agencies:

Ill. Dept. of Human Rights (IDHR)

<https://dhr.illinois.gov/about-us/contact-idhr.html>

(312) 814-6200 (Chicago)

(217) 785-5100 (Springfield).

U.S. Dept. of Education's Office for Civil Rights

<https://www.ed.gov/laws-and-policy/civil-rights-laws/file-complaint>

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