



## Anti-Harassment, Discrimination and Racism

Boys Who Write is committed to maintaining an environment free from discrimination, harassment, and racism. These policies apply to all applicants and employees, whether related to conduct engaged in by fellow employees or someone not directly connected to Boys Who Write (e.g., an outside vendor, consultant, or client). To protect the rights of individuals, it is Boys Who Write policy to:

- Prevent any unlawful discrimination or unlawful harassment of any person working at Boys Who Write.
- Provide a process by which individuals can bring any concerns about discrimination or harassment or racism to Boys Who Write attention for resolution.

Conduct prohibited by these policies is unacceptable in the workplace and in any work related setting outside the workplace, such as during business trips, business meetings and business-related social events.

## Unlawful Harassment

Harassment in the workplace is unlawful when based on a person's protected status. Boys Who Write will not tolerate harassment of or among staff, clients, suppliers or visitors based on a person's protected status. Prohibited actions include, but are not limited to, discrimination or harassment based on sex, sexual orientation (including transgender status, gender identity or expression), pregnancy (including childbirth, lactation, and related medical conditions), race (including traits historically associated with race, hair texture, hair type, hair length and hairstyles), religion, color, national origin, ancestry, physical or mental disability, genetic information, marital status, age, admission to a mental facility, military service, veteran status, or any other status protected by federal, state, or local laws.

Harassment includes oral, written, or physical conduct which may offend,

denigrate, belittle, or show hostility towards any person because of or due to any of the characteristics described above. Such conduct includes pictures, jokes, comments, epithets, innuendoes, or any other behavior which has the purpose or effect of creating an environment that is intimidating, hostile or offensive to anyone.

It is our goal to provide equal employment opportunities for all employees and applicants for employment and to prevent any unlawful discrimination or harassment of any individual working at or with Boys Who Write. If you have any questions or believe that you may have been the victim of discrimination, please bring your concerns to the attention of the Executive Director. If the concern is related to the Executive Director, please bring your concerns to the Board.