

**SCHOOL LETTERHEAD**

Date:

Dear \_\_\_\_\_:

It has been reported that your child was the target of behavior that may represent sexual discrimination and/or harassment, discrimination and/or harassment based on race, national origin, disability, and/or religion. Discrimination and/or harassment are prohibited by federal and state laws and policies and will not be tolerated in the Baltimore County Public Schools. The reported incident will be thoroughly investigated at the local school level and handled through the student disciplinary process.

We are required by law to notify you and your child of your right to file a discrimination and/or harassment grievance. Students who believe that they are victims of discrimination and/or harassment may use the school system's Title VI, Title IX, or Section 504 grievance procedures. Title VI, Title IX, and Section 504 procedures prohibit discrimination on the basis of sex, race, national origin, disability, and/or religion in educational programs or activities. The procedures are attached for your information.

Baltimore County Public Schools is committed to creating and maintaining a learning environment free from all forms of discrimination and harassment. Please do not hesitate to call [PRINCIPAL] with any questions you may have.

Respectfully,

[PRINCIPAL]

Attachments: (3) Pupil Services 125  
Board Policy 5580  
Superintendent's Rule 5580

C: Title IX Coordinator/Executive Director of Student Support Services  
File