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## If You Feel Harassed:

Despite all precautions, you may find yourself the target of harassment.

- Request the harasser to stop.
- State that the conduct is unacceptable and inappropriate.
- Keep copies of any correspondence, including electronic forms.
- Make notes of any uncomfortable encounters. Include time, place and whether there were any witnesses.
- Approach the person who is harassing you in a positive, confidential manner. Walk away if it becomes confrontational. Arguing could escalate the situation.
- Advise your supervisor or school administrator if the situation requires immediate action, or if the inappropriate actions continue.
- Access appropriate support.
- Follow the procedures available for reporting and resolving a harassment complaint.

