**Aikido of Minnesota Sexual Harassment Policy**

**Aikido of Minnesota and all of its Members are responsible for avoiding any conduct which could be considered sexual harassment of any other Member. All Members of Aikido of Minnesota are also responsible for reporting any sexual harassment of themselves or any Member to the Board of Directors of Aikido of Minnesota as soon as possible.**

**Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexually harassing nature, when: (1) submission to the harassment is either explicitly or implicitly a condition of membership; (2) submission or rejection of the harassment is used as the basis for decisions of promotions or advancement affecting the individual; (3) the harassment has the purpose or effect of creating an intimidating, hostile, or offensive environment for the recipient of the harassment.**

**Any Member of Aikido of Minnesota who believes they have been sexually harassed by any other Member or witnessed sexual harassment of any other Member by a Member should report the incident to a Board Member as soon as possible. Contact information for Board Members will be posted in the Dojo.**

**Once notice of harassment has been made to the Board of Directors, the Harasser and Harassed will be notified in writing within 15 days. A Hearing of the matter will be held within 30 days and one or more Board members will secure information concerning the complaint. Each party will be allowed one postponement of 15 days. Both parties will be allowed to present evidence at the Hearing. If the alleged harassment involved any type of threats of physical harm to the alleged victim, the alleged harasser may be suspended from activities in the Dojo until the matter is resolved. If any party is a Member of the Board of Directors, they cannot participate in any deliberation or decision of the Board. If either party believes that an honest assessment cannot be made by the Board of Directors of Aikido of Minnesota, they can secure a hearing by a neutral party agreed to by both parties but will be liable for any incurred costs. A decision by the Board of Directors or a neutral party may result in disciplinary action including expulsion from Aikido of Minnesota for the alleged harasser or alleged harassed if they have misrepresented their position. If either party is dissatisfied with the Board of Directors of Aikido of Minnesota response, they may pursue further legal action.**