

# When Should I Contact the Title IX Coordinators

## When should I contact a Title IX coordinator?

Any student, faculty or staff member, or applicant for admission or education or employment, or parents who has concerns about sex discrimination or sexual misconduct is encouraged to seek the assistance of a Title IX coordinator. Read Title IX statement ([link to Title IX statement when you put on web](#)) If the student would like to talk to the school's confidential resource without filing an official complaint they may call the following number (352) 259-6701 and talk to the following school official April Kendrick before talking to the school Title IX Coordinator.

### Contact a coordinator if you:

- Wish to understand your options if you think you may have encountered sex discrimination or sexual misconduct;
- Learn of a situation that you feel may warrant an investigation;
- Need help on how to handle a situation by which you are indirectly affected;
- Seek guidance on possible informal remedies or administrative measures to de-escalate or alleviate a difficult situation;
- Have questions about Tenaj Salon Institute's policies and procedures.

Coordinators can also facilitate a formal or informal complaint or a police report with the Sumter County Sheriff's Department, telephone number (352) 569-1600

### Confidentiality

Conversations with coordinators are kept as confidential as possible, but information about incidents of sexual misconduct must be shared with relevant administrators if Tenaj Salon Institute needs to take action for reasons of community safety. In all cases, Tenaj Salon Institute makes every reasonable effort to handle inquiries, complaints, and investigations in a manner that protects the privacy of all parties. While Tenaj Salon Institute cannot promise complete anonymity in its handling of sexual misconduct complaints, each situation is resolved as discreetly as possible, with information shared only with those who need to know in order to adequately investigate and resolve the matter. Under Sumter County Sheriff's Department, records of sexual harassment investigations are limited-access records with respect to public records requests.

In certain circumstances, the Tenaj Salon Institute may be able to address your concerns and stop the behavior without revealing your identity to the alleged harasser. However, this is not always possible. Individuals accused of harassment are provided with the level of detail about the allegations necessary to allow them a fair opportunity to respond. That level of detail varies depending on the circumstances of the incident. In its investigation, Tenaj Salon Institute will be sensitive to the feelings and situation of the person who reported the misconduct. Nevertheless, Tenaj Salon Institute has a compelling interest to address allegations of sexual misconduct brought to its attention. As a result, Tenaj Salon Institute reserves the right to take appropriate action, even in cases when the complainant is reluctant to proceed.

# Title IX Statement

[Downloadable/printable PDF version of Title IX Statement](#)

"No person in the United States, shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." Title IX of the Education Amendments of 1972, and its implementing regulation at 34 C.F.R. Part 106 (Title IX).

Tenaj Salon Institute does not discriminate on the basis of sex in education programs and activities, and, as a recipient of Federal financial assistance for education activities, is required by Title IX to ensure that all of its education programs and activities do not discriminate in such a manner. Sexual harassment broadly includes any of three types of misconduct on the basis of sex, all of which jeopardize the equal access to education that Title IX is designed to protect: Any instance of *quid pro quo* harassment by a school's employee; any unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it denies a person equal educational access; any instance of sexual assault (as defined in the Cle1y Act), dating violence, domestic violence, or stalking as defined in the Violence Against Women Act (VA WA).

Tenaj Salon Institute Title IX Coordinator is responsible for overseeing the development of sexual misconduct policies, ensuring compliance with Title IX and relevant federal and state regulations, and investigating Title IX complaints alleging **student** sexual misconduct. The Human Resources Deputy Coordinator will oversee investigations of sexual misconduct by **faculty, staff, or visitors**.

Tenaj Salon Institute **Title IX Coordinator is:**

Title IX Coordinator:  
Katie Combee (352-259-6701)  
[katie.combee@tenajsaloninstitute.edu](mailto:katie.combee@tenajsaloninstitute.edu)

Any concerns about discrimination or harassment on the basis of gender involving a student may be brought to Tenaj Salon Institute Title IX coordinator:

Title IX Coordinator:  
Katie Combee (352-259-6701)  
[katie.combee@tenajsaloninstitute.edu](mailto:katie.combee@tenajsaloninstitute.edu)