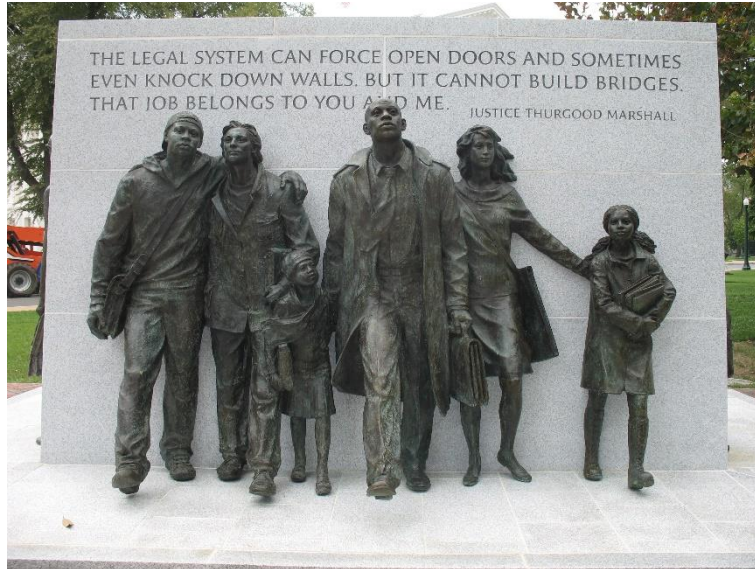


Uniform Complaint Procedures (UCP)



The Los Angeles Unified School District has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Educational Equity Compliance Office investigates complaints alleging failure to comply with laws and regulations pertaining to discrimination, harassment, intimidation, and/or bullying. The Educational Equity Compliance Office seeks to resolve those complaints in accordance with the procedures set out in Sections 4600-4687 of the Title 5 Regulations and the policies and procedures of the District.

The UCP process may be used to address complaints alleging: failure to comply with laws and regulations pertaining to discrimination, harassment, intimidation, and/or bullying; noncompliance with applicable state and/or federal laws and regulations in 5 CCR 4610; unauthorized charging of pupil fees for educational activities; noncompliance with physical education instructional minutes at specified grade levels; noncompliance with education provisions for pupils in foster care and pupils who are homeless; provision of courses without educational content and previously completed/graded courses sufficient for satisfying requirements/prerequisites for post-secondary education and receipt of a diploma, except under specified conditions; failure to reasonably accommodate lactating students; or alleging failure to comply with legal requirements under the Local Control and Accountability Plan (LCAP); and/or to appeal District decisions regarding such complaints. The UCP may also be used to address complaints alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to the regulations governing the UCP process. When an allegation that is not subject to the UCP is included in a UCP complaint, the Educational Equity Compliance Office will refer the non-UCP allegation to the appropriate staff or agency and shall work to resolve any UCP-related allegation(s) through the District's UCP process. UCP brochures are available at all school sites in the primary

languages of that school community. Complainants are encouraged, where possible, to try to resolve their complaints directly at the school or work site or with their Local District.

Any individual, public agency, or organization may file a written complaint alleging a matter which, if true, would constitute a violation by the District of federal or state laws or regulations governing the programs and activities as well as allegations of unlawful discrimination identified above. UCP complaints are to be submitted in writing to:

**Los Angeles Unified School District
Educational Equity Compliance Office, 18th Floor
333 South Beaudry Avenue
Los Angeles, CA 90017**

Any person with a disability or who is unable to prepare a written complaint can receive assistance from the site-administrator/designee or by calling the Educational Equity Compliance Office at (213) 241-7682.

The District assures confidentiality to the maximum extent possible. The District prohibits retaliation against anyone who files a complaint or anyone who participates in the complaint investigation process. Complainants are advised that civil law remedies may also be available to them.

The sixty (60) day timeline for the investigation and District response shall begin when the written complaint is received by the Educational Equity Compliance Office.