

The “Burnt Toast” Policy

All of the common area kitchens in college residences are equipped with smoke and heat detectors. In the kitchen areas, the sensitivity of the detector is set as low as allowed by law. However, burnt toast, an unwatched pan of oil, a pizza box smoking in the oven, or other burning food will set off the alarm and bring the Yonkers Fire Department. It is the responsibility of the person(s) using the kitchen to make sure that food does not burn or set off an alarm. If an alarm is set off by unattended or burnt food, the fees listed below will be assessed to the student(s) responsible, or, if no one takes responsibility, to the entire residence. If the person(s) causing the alarm comes forward at the time of the alarm and takes responsibility, the fee will be reduced by 20 percent. If the entire house is assessed the fine, the minimum fee will be \$5 per person. The fee structure is per common area kitchen and not per student. (If Pat burns the food on Tuesday and Terry does the same on Friday, Pat is the first incident and Terry is the second.)

First time during the academic year)	\$50
2nd-5th)	\$100 per occurrence
6th+)	\$250 per occurrence

Because the burden of responding to burnt food alarms falls mainly to the Yonkers Fire Department, the college will donate all “Burnt Toast” fines collected to the Yonkers Fire Department Equipment Fund on an annual basis.

Fire Safety Training School

In addition to the above penalties for the violation of college fire safety policy, depending on the type and number of violations within a specific time period, students may be required to attend a three-hour fire safety training given by the College’s fire safety director. Any student who fails to attend such training within two months of notice shall be placed on housing probation.

Freedom of Expression and Mutual Respect

Sarah Lawrence is committed to offering all its students the fullest opportunity to pursue their education. We believe education best occurs in an atmosphere of unfettered inquiry and freedom of expression; we believe such inquiry and expression are possible only in a community founded on mutual respect and tolerance practiced by students, faculty, and staff alike. Free and robust debate and exchange of ideas are at the heart of our academic enterprise. However, the College makes a distinction between free expression of ideas and physical or verbal abuse that threatens or inhibits such expression, or significantly interferes with a person’s education. Repeated and confirmed instances of abuse or harassment will be subject to disciplinary action.

The deans of the College or the Student Conduct Review Board may assess whether a verbal action constitutes an abuse serious enough to warrant disciplinary action. With the understanding that speech includes oral, written, and electronic forms of communication, the following definitions will serve as guidelines:

1. *Threatening or menacing speech*: speech intended to put a particular person in reasonable fear of physical or psychological harm, or speech that may reasonably be foreseen to induce such fear;
2. *Slander*: speech referring to a particular person that is false, defamatory, and malicious, with malice understood as knowledge of falsity or reckless disregard of truth;

3. *Verbal harassment*: a pattern of behavior entailing at least two instances of insulting and vituperative speech, directed at a particular person and in the presence of that person, that may reasonably be foreseen to interfere with that person's education, inhibit that person's freedom of action or expression, or cause significant mental or emotional harm.
4. *Assaultive speech*: speech intended to insult and provoke, employing vituperative obscenity or abusive epithets, directed at a particular person and made in that person's presence, without reasonable provocation, that may reasonably be foreseen to interfere with that person's education, inhibit that person's freedom of action or expression, or cause significant mental or emotional harm.

These definitions may be employed to evaluate allegations of harassment of all kinds, including but not limited to, harassment on the basis of race, sex, ethnicity, religion, age, disability, or sexual orientation. We hope that these definitions may also serve to guide members of the community in the formation of ideas and expression of responses to others that are critically constructive, ethically responsible, and intellectually courageous.

The College recognizes that, in the course of living together as a community, hurtful and offensive remarks may be made in the heat of intellectual argument, political debate, verbal gamesmanship, and personal disagreement, that may cause anger, embarrassment, or discomfort, but that do not constitute serious harassment. We urge students to resolve conflicts that cause or are caused by such remarks through the various types of mediation available in the College: friends, dons, the staff of the Office of Student Affairs, and deans.

Allegations of possible harassment involving faculty or members of staff may be presented to the dean of the college or the director of human resources, as appropriate. Students who believe they have been harassed by other students in terms of the definitions outlined above may file a complaint through the Office of Student Affairs and the College discipline process.

Graffiti

Graffiti of any kind (taping, chalking, etc.) is forbidden. Students and their guests may not alter, write on, or paint College property, including walls and furniture. Violators will be subject to disciplinary action and will bear the cost of removing the graffiti. (See also Damage to Property and Vandalism Policy, page 95.)

Guests

For everyone's safety, students are required to register and obtain passes for their guests at Westlands Desk at all times, regardless of whether the guest is staying overnight or not. This guests must carry the guest pass and show it to College officials upon request. Students who do not register guests may be subject to disciplinary action.

To register guests, a student must present his or her valid SLC ID to the Westlands Desk attendant. Guests must present either a photo ID with an address or two non-photo IDs showing the same address. Guests without proper ID cannot be registered at Westlands Desk, but may be registered at the Operations and Facilities Office during regular business hours. Operations and Facilities or Public Safety staff will confirm the current address of the guest before issuing a guest pass.

Students are expected to inform their guests of College regulations. Registered guests will be held responsible for their own conduct. Student hosts will be held responsible for the actions of their unregistered guests. Students must accompany their guests at all times while they are on campus, including in College housing