



## ANTI-BULLYING PROCEDURES

### Principals/Principal Designees

Bullying is when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending him or herself. Bullying:

- Is aggressive behavior that intends to cause harm or distress.
- Is usually repeated over time.
- Occurs in a relationship where there is an imbalance of power or strength.
- May include acts carried out by use of a computer, cell phone, or other electronic means.

Students shall be provided a safe learning environment. As a preventative measure, the school will raise awareness of the nature of bullying. A proven, deliberate action in violation of the bullying policy will result in immediate steps to prevent future offences. The principal or principal designee will investigate any reported offenses and decide to either follow the procedural safeguard steps or, depending on the severity of the offense determine which steps to be enforced.

- 1<sup>st</sup> Offense Investigation of suspected bullying incident with completion of the *Bullying Report Form* – if bullying is substantiated, student will complete the *Student Report of Explanation*. Copies of report forms should be sent to student offender's parent/guardian.
- 2<sup>nd</sup> Offense Same as 1<sup>st</sup> offense, plus the principal or his/her designee will contact parent/guardian directly in an effort to remediate student actions.
- 3<sup>rd</sup> Offense Same as 1<sup>st</sup> offense, plus ask the parent/guardian to attend a conference with the principal to discuss the issues. Relevant professionals, with parental consent, will also be contacted to attend the meeting.
- 4<sup>th</sup> Offense Same as 1<sup>st</sup> offense, plus disciplinary action. Disciplinary action options: temporary removal from the classroom, ISS, detention, etc. (allowing for special education students to receive FAPE).

*Principals will use their discretion for disciplinary actions depending on the severity of repeated and dangerous offenses.*

The school will review Anti-Bullying Procedures regularly to assess the implementation and effectiveness.