

BULLYING, HARASSMENT, AND ABUSE AGAINST STUDENTS

Peer Conflict	Bullying/Abuse	Harassment/Abuse
<ul style="list-style-type: none"> • One time or isolated event • Balance of power exists between students • NOT a group picking on student • Students are willing to work out conflict with assistance OR leave each other alone 	<ul style="list-style-type: none"> • Carried out repeatedly over time • Imbalance of power • Intentional, planned harm doing • Often unprovoked 	<ul style="list-style-type: none"> • Aggressive behavior focused on a student's <u>race, national origin, color, age, religion, ethnic background, disability, sex, or sexual orientation</u> • Behavior is severe, persistent or pervasive enough to interfere with a student's ability to participate in or benefit from school

1. **Investigate:**

- Within 24-hours after receiving a complaint of student bullying, harassment, abuse, etc., begin the investigation.
 - ~ Start a discipline file to hold all investigative and evidentiary documents.
 - ~ First, complete the **Report of Student Bullying, Harassment, & Abuse Form** that follows.
- The investigator of any allegation of student aggression should be an administrator in a position of authority, **not** a SSA, or school security office.
- Take all claims or complaints of aggression seriously.
- Interview all parties involved: target/victim, the witnesses, and the alleged bully
- Interview all parties involved: target/victim, the witnesses, and the alleged bully/harasser using this procedure and the following **Interview Victim /Target/Bully/Harasser/Abuser Procedure/Guideline** that follows.
 - ~ Keep an open mind. Act in a neutral and professional manner.
 - ~ Be thorough.
 - ~ Preserve privacy and confidentiality of the investigation and the involved parties; remind all parties of the district's prohibition of any form of retaliation.
- Complete the investigation within 10-days of the complaint, if possible.

2. **Document:**

- Use the **Interview Victim/Target/Bully/Harasser Procedure/Guideline** that follows.
- Collect written statements, write your own investigation notes; if available, also collect emails, text messages, written notes from students, etc.

3. **Determine:**

- If student aggression is either bullying, harassment, or abuse.
- For either bullying, harassment, or abuse incidents, fill out the **Record of Student Bullying, Harassment, & Abuse Form**.
- Attach all supporting documentation such as witness statements, investigation notes, emails, photographs, texts, etc.
- Send a complete copy of the complaint form and supporting documentation to Principal or Superintendent.
- Keep a copy of this in your student discipline file.
- Log incident in PowerSchool.

4. **Take Action:**

- We are not a court of law – we do not need proof beyond a reasonable doubt, no one is subpoenaed, no one testifies under oath. We collect as much information as we can in order to make an informed decision.
- Separate the victim/target and bully/harasser/abuser
- Make sure that the victim is not penalized in this action.
- Oral or written warnings.
- Counseling for victim and/or bully.
- Suspension.
- Transfer.
- Recommendation to go before the District Discipline and Attendance Committee for possible expulsion.