

ANTI-BULLYING GUIDELINES

PURPOSE:

To establish procedures for individual schools on how to address the problem of bullying through a variety of methods.

GUIDELINES:

Individual schools in the School District of Colby will address the problem of bullying through a variety of methods including:

1. Educating students and staff to recognize and respond appropriately to bullying behavior.
2. Implementing effective bully prevention programs within the Preschool, Elementary, Middle School and High School.
3. Providing students with a consistent system for reporting acts of bullying to safe contacts, school counselors or principals in the schools.

The following steps will be taken as appropriate when dealing with incidents of bullying:

1. A clear account of the incident will be recorded and given to the safe contact, school counselor, principal, or Police as needed. The incident will be recorded on the Student Harassment/Bullying Report Form.
2. The counselor or principal will interview all of the concerned parties and will record the incident in the student information system. If the behavior results in a consequence or discipline, it will be recorded in the behavior portion of the student information system.
3. Parents of the concerned parties will be kept informed. This will be done with each reported incident for both parties.
4. Communicate with staff as appropriate regarding the incident.
5. Discipline measures will be used as appropriate.

Students who have been bullied will be supported by:

1. Being offered an opportunity to discuss the incident with a safe contact, school counselor, or principal.
2. Offering on-going support with the goal of restoring confidence and a feeling of safety in the school environment.
3. Follow-up with the complainant by the investigating district staff member to ensure that the problem has been resolved.
4. Students need to be encouraged to continue to report if problems do not stop.

Students who have bullied will be supported by:

1. Being offered an opportunity to discuss the incident with a safe contact, school counselor, or principal.
2. Identifying the bullying behavior and the need to change.
3. Working to discover why the student became involved in the act of bullying.
4. Developing a plan with the safe contact, school counselor, or principal for a more socially acceptable behavior in a future situation.
5. Enlisting the assistance of the parents/guardians to assist in changing the behavior/attitude of the student.

The following disciplinary steps will be taken as appropriate:

1. Documented verbal warning(s) to cease the offending behavior (up to three)
2. Detentions/ before or after-school
3. In-school suspension time
4. Out-of-school suspension time
5. Exclusion from certain areas of school campus or privilege revocation
6. Referral to Police for appropriate action
7. Expulsion