

Anti Bullying Model Policy II

July 17, 2009

This model policy is adapted from the “Bully Police USA Model Policy Reference” www.bullypolice.com. It may be added or edited as the district sees fit and is not expected to be utilized word for word. However, the requirements of the Safe School Climate Act (W.S. 21-4-311 through 21-4-315) must be carried out in all cases.

Prohibition of Harassment, Intimidation, and Bullying

The _____ School District is committed to a safe and civil educational environment for all students, employees, volunteers, and patrons. It is also committed to stay free from harassment, intimidation, or bullying. “Harassment, intimidation, or bullying” means any intentional written, verbal, or physical act that:

- Physically harms a student or damages the student’s property; or
- Has the effect of substantially interfering with a student’s education; or
- Is severe, persistent, or pervasive enough that it creates an intimidating or threatening education environment; or
- Has the effect of substantially disrupting the orderly operation of the school.
- Conforms to the definitions found in W.S. 21-4-312.

Harassment, intimidations, or bullying can take many forms including: slurs, rumors, jokes, innuendos, demeaning comments, drawing cartoons, pranks, gestures, physical attacks, threats, or other written, spoken or physical actions. “Intentional acts” refers to the individual’s choice to engage in the act.

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the education environment. Many behaviors that do not rise to the level of harassment, intimidation, or bullying may still be prohibited by other district policies or building, classroom, or program rules.

Counseling, corrective discipline, referral to law enforcement, proven best practice, and/or other administrative insight may be used to positively influence (or change if possible) the behavior of the perpetrator and remediate the impact on the victim. This may include, but is not limited to, appropriate intervention(s), restoration of a positive climate, student-based programs, anti-bullying programs, mentor based initiatives, code-of-conduct initiatives, and support for victims and other impacted by the

violation. False reports of retaliation for harassment, intimidation, or bullying also constitute violations of this policy.

The superintendent, or the disciplinarian he or she so delegates, is authorized to direct the development and implementation of specific procedures addressing the elements of this policy, consistent with W.S. 21-4-311 through W.S. 21-4-315, 21-4-305, and 21-4-306.

Informal Complaint Process

Anyone may use informal procedures to report and resolve complaints of harassment, intimidation, or bullying. Such complaints must be appropriately investigated and handled consistent with due process requirements. Informal reports may be made to any staff member. Staff shall also inform the designated disciplinarian when they receive complaints of harassment, intimidation, or bullying, especially when the complaint is beyond their training to resolve or alleges serious misconduct.

Informal remedies can include an opportunity for the complainant(s) to explain to the alleged perpetrator that the conduct is unwelcome, disruptive, or inappropriate either in writing or face-to-face. They can also include a statement from a staff member to the alleged perpetrator that the alleged conduct is not appropriate and could lead to discipline if proven or repeated. Informal remedies can include a general public statement from administrator in a building reviewing the district's harassment, intimidation, or bullying policy without identifying the complainant, parent, or guardian.

Formal Complaint Process

Students should be made aware by the school administration that a formal complaint process exists for bullying.

Anyone may initiate a formal complaint of harassment, intimidation, or bullying, even if the informal complaint process is being utilized. Complainants should not be promised confidentiality at the onset of an investigation. Note: In those cases where students need anonymity to report danger or problems, they may call the state's school safety tip line at _____. Otherwise, it cannot be predicted what will be discovered or what kind of hearing may result. Efforts should be made to increase the confidence and trust of the person making the complaint.

The district strictly forbids retaliation against complainants and witnesses. Student complainants and witnesses may have a parent or trusted adult with them, if requested, during any district initiated investigatory activity.

Process Pointers

- A. Formal complaints record specific acts, conditions, or circumstances alleged to have occurred that may constitute harassment, intimidation, or bullying.
- B. Information in the SRO's or officer's possession may be cause for a formal complaint to be filed.
- C. All formal, written complaints of harassment, intimidation, or bullying shall be investigated.
- D. The district shall provide a written response of the complaint and the result of the investigation to the complainant.
- E. The disciplinarian shall respond in writing to the complainant and the accused as soon as practicable, but with ___ days, stating:
 - 1. That the district intends to take corrective action; or
 - 2. That the investigation is incomplete to date and will be continuing; or
 - 3. That the district does not have adequate evidence to conclude that bullying, harassment, or intimidation occurred.
- F. Corrective measures deemed necessary will be instituted as soon as practicable, but in no event more than ___ days after the superintendent's written response (unless the accused is appealing the imposition of discipline and the district is holding to due process considerations or a lawful order from imposing the discipline until the appeal process is concluded.)

Students will be provided with age-appropriate information on the recognition and prevention of harassment, intimidation, or bullying, and their responsibilities under this and policy. Parents shall be provided with copies of this policy and its associated procedures.

To access a complaint form, see:

<http://www.bullypolice.org/KennForm01.pdf>.

Adopted: _____