

John McCandless STEM Charter School ANTI-BULLYING PROTOCOL

Our school's social vision

John McCandless STEM Charter School is a school where student feels accepted for who they are and able to enjoy their time at our school free from bullying and harassment.

Why we implemented a schoolwide system to stop bullying

Bullying and harassment stand in the way of our social vision. Therefore our school has adopted the No Bully System for preventing and responding to harassment and bullying during the school and after-school program, at school field trips, school sponsored events, and when students are traveling to and from school. This school wide system applies to all students, teachers, staff, specialists, and anyone who works on our campus, whether employed by the school or district, working as contractors, or volunteers pursuant to Lincoln USD's anti-bullying policy.

What is bullying?

Bullying occurs when a student, or group of students, repeatedly tries to hurt, humiliate or get power over another less powerful student in any of the following ways.

- **Physical bullying** is when a student uses physical force to hurt another student e.g. by hitting, pushing, shoving, kicking, taking a student's belongings or stealing their money.
- **Verbal bullying** is when a student uses words, images or gestures to intimidate or humiliate another student e.g. by taunting, name-calling, teasing, put-downs, insults, threats and blackmail.
- **Relational bullying** is when a student excludes or isolates another student e.g. through leaving them out, manipulating others against them, or spreading false rumors or gossip.
- **Cyberbullying** is when a student uses their cell-phone, text messages, e-mails, instant messaging, the Internet or social media to threaten, shame or isolate another student. It includes breaking into a student's electronic account and assuming that student's identity in order to damage their reputation.

Bullying is different from conflict. Conflict is an inevitable part of life and can occur at school when a student perceives another student as being an obstacle to what they want or value. If students are in conflict but are not bullying, our school is committed to helping the students talk it through.

Bullying may at times amount to harassment. It is harassment to target a student online or face to face because of their actual or perceived disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or because they are associating with a student or group of students with one or more of these actual or perceived characteristics. It is **sexual harassment** to target a student with unwanted sexual comments, gestures, attention, stalking and physical contact that cause a student to feel uncomfortable or unsafe at school, or interferes with schoolwork. In these situations complaints will be investigated as provided in the School District's Uniform Complaint Procedures.

Our school does not tolerate bullying or harassment for any reason. You are breaking the law if you harass anyone at our school. It is a serious breach of the school rules if a student takes revenge or asks someone to threaten or hurt a student that has reported bullying or harassment.

How students can end bullying

Bullying and harassment cause pain and stress to students and are never justified or excusable as "just teasing" or "just playing." When a student stands by doing nothing, or laughs or posts comments online when others bully, they are participating in bullying.

The students at [name of school] have agreed to join together to treat others with respect both online and face-to-face so that we keep our campus bully-free.

All students agree to:

- Value student differences and treat others with respect both online and face-to-face.
- Use stop, walk, talk when I or others around me are the target of bullying
- If I cannot safely stop the bullying, to talk to any trusted adult on campus or in my home or community and ask them for help.
- Never take revenge or ask someone to hurt a student that has reported bullying.

Our school takes a problem-solving approach to bullying. We have staff members trained as **Solution Coaches** to bring together a Solution Team of students and ask them to end bullying situations. Most Solution Teams successfully end bullying situations after one or two meetings without using punishment.

Staff, Teacher and Parent Response to Student Harassment and Bullying

Our school follows the No Bully System to prevent and respond to bullying and harassment.

Level 1 – Prevent & Interrupt

- All teachers, staff, students and volunteers support a campus-wide system for preventing and responding to harassment and bullying.
- Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to including dismissal.
- If any teacher or staff member who witnesses an act of bullying shall take immediate steps to intervene and redirect students provided it is safe to do so.
 - Name the behavior for what it is e.g. “That’s a putdown.”
 - Speak to the intention behind the words or gestures e.g. That was meant to hurt.
 - Explain the values that their behavior offends – remind them of the school social vision.
 - If you need more time or privacy, take it.
- If a parent or guardian knows or suspects that their child is being harassed or bullied, encourage your student to ask the bullying students to stop or to seek help from any trusted adult on campus. If this does not solve the situation, please notify the Principal [and/or anyone else?] verbally [state how e.g. by making an appointment or by e-mail] or by using the District’s Uniform Complaint Form. The school can only help you if you reach out and tell us what is happening.

Level 2 – Check in with target of bullying and notify the Principal

- All members of school staff are encouraged to watch out for students who appear to be isolated from other students, who are put down by other students behind their back, or who show signs of being bullied.
- If any member of staff learns or suspects that a student is the target of ongoing bullying, they shall check in with the student as soon as reasonably possible. If this appears to be ongoing bullying or harassment, they should attempt to resolve the situation and shall e-mail the [assistant principal or principal] within 24 hours

Level 3 – Solution Team, Progressive Discipline and other responses

- The [assistant principal or] principal works with school staff to investigate and resolve the situation and shall ensure that any report of bullying or harassment and its resolution is documented in [xyz database].
- When a report of bullying is submitted the principal shall inform the student’s parent or guardian of the right to file a formal written complaint in accordance with AR 1312.3. Within two business days of receiving a report of bullying, the principal shall notify a district compliance officer. When appropriate based on the severity or pervasiveness of the bullying, the Principal shall also notify the parents/guardians of perpetrators, and may contact law enforcement.
- Our school uses a variety of methods to resolve ongoing incidents of bullying and harassment.
 - **We may refer the target of bullying to get help from a school Solution Coach.** Solution Coaches are teachers and staff members who have been trained to bring together Solution Teams of students, including bullies, bystanders, and positive student leaders, and without using punishment to bring the

- bullying to an end. The Solution Coach records progress using a Solution Team Log and shall report progress to the principal.
- **We may use progressive discipline to redirect bullying students depending upon the severity of the bullying.** The [assistant principal or] principal may meet with the bullying student, involves their parents or guardians when determining consequences to change behavior, and informs the student that graduating consequences will occur if the bullying continues.

Level 4 – Implement an Empathy-Building Action Plan

If a pattern of harassment or prejudice is apparent across an entire class or grade, the Solution Coach brings together relevant school staff to implement a plan to teach respect for differences and create a supportive peer culture.

Timeline for Complaints Under this Policy

Week One

- The Principal [and/or other designee] is notified of bullying.
- When appropriate, the Principal [and/or other designee] refers the target of bullying to a school Solution Coach to run a Solution Team.
- The Principal notifies parents of bullying student and may engage the progressive discipline process.

Week Two

- Solution Coach runs second meeting of Solution Team if this has been initiated.
- Further progressive discipline when necessary.

Week Three

- Third meeting of Solution Team if this has been initiated.
- Target invited to attend this final Solution Team
- Solution Coach® records progress in Solution Team® Log, schedules three month follow up with target, and notifies the Principal and parents of outcome.

If the school's intervention does not resolve the bullying, the student or their parent/guardian should inform the Principal. If the student or parent/guardian disagrees with how the school has responded to a complaint of discrimination, harassment, intimidation, or bullying, he or she may appeal by calling the LUSD Director of Child Welfare and Attendance at 209-952-8727.