

CASE Collaborative Mandated Legal Training 2020-2021

Bullying Prevention and Intervention

Anti-Bullying Policy

- CASE Collaborative and host school districts are committed to creating an environment in which every student develops emotionally, academically, and physically in a caring and supportive atmosphere free of intimidation and abuse.
- CASE Collaborative and host schools will endeavor to maintain a learning and working environment free of bullying.

Definitions

● Bullying

- Repeated use by one or more students of a written, verbal, or electronic expression, or a physical act or gesture, or any combination thereof, directed at a target that:
 - causes physical or emotional harm to the target or damage to the target's property;
 - places the target in reasonable fear of harm to him/herself, or of damage to his/her property;
 - creates a hostile environment at school for the target;
 - infringes on the rights of the target at school; or
 - materially and substantially disrupts the education process or the orderly operation of a school.

Definitions

● Cyberbullying

- Use of technology or any electronic communication, which shall include, but shall not be limited to, any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo-electronic, or photo-optical system, including, but not limited to, electronic mail, internet communications, instant messages or facsimile communications.
- Includes the creation of a web page or blog in which the creator assumes the identity of another person or knowingly impersonates another person as author of posted content or messages, if the creation of impersonation creates any of the conditions enumerated in the definition of bullying.

Definitions

● Retaliation

- Any form of intimidation, reprisal or harassment by a current student or former student directed against a person in response to an action that person has taken or knowledge that person has.

Bullying is Prohibited

- On school grounds;
- On property immediately adjacent to school grounds;
- At school-sponsored or school-related activities;
- At functions or programs whether on or off school grounds;
- At school bus stops;
- On school buses or other vehicles owned, leased or used by the school district; or,
- Through the use of technology or an electronic device owned, leased or used by the CASE Collaborative or host schools.

Bullying is Prohibited

- At a location, activity, function or program that is not school-related or through the use of technology or an electronic device that is not owned, leased or used by CASE Collaborative or host schools if the act or acts in question:
 - Create a hostile environment at school for the target;
 - Infringe on the rights of the target at school; and/or
 - Materially and substantially disrupt the education process or the orderly operation of a school.

Bullying Prevention and Intervention

- The Principal of host school and/or Program Administrator of CASE Collaborative is responsible for the implementation and oversight of the bullying prevention and implementation plan within his or her school.

Reporting

- Students who believe that they are a target of bullying, observe an act of bullying, or who have reasonable grounds to believe that these behaviors are taking place, are obligated to report incidents to a member of the school staff.
- Any student who knowingly makes a false accusation of bullying shall be subject to disciplinary action.
- Parents or guardians, or members of the community, are encouraged to report an incident of bullying as soon as possible.
- Any member of a school staff shall immediately report any instance of bullying the staff member witnessed or became aware of to the school principal.

Reporting

- Each host school and/or CASE Collaborative has developed a Incident Reporting Form
- The Incident Reporting Form can be completed by a student or adult and is to be provided to the Principal and/or Program Administrator of CASE Collaborative
- Bullying can be reported without the use of the Incident Reporting Form

Investigation

- The Principal and/or Program Administrator, upon receipt of a viable report, shall promptly contact the parents or guardians of a student who has been the alleged target or alleged perpetrator of bullying. The actions being taken to prevent further acts of bullying shall be discussed.
- The Principal and/or Program Administrator shall promptly investigate the report of bullying, using a Bullying/Cyber-Bullying Investigation Reporting Form which may include interviewing the alleged target, alleged perpetrator, staff members, students and/or witnesses.

Investigation

- The investigation shall be completed within a timely manner.
- The report shall include whether the allegations were found to be factual, whether a violation of this policy was found, and whether disciplinary action has or shall be taken.
- The Principal and/or Program Administrator shall contact the parents or guardians as to the status of the investigation.

Investigation

- The Principal and/or Program Administrator will complete the **Bullying Prevention and Intervention Investigation Form.**
- The **Principal and/or Program Administrator** will maintain a written record of the investigation, including the preservation of all email and text communications.

Discipline

- Disciplinary actions for students who have committed an act of bullying or retaliation shall be in accordance with the districts of the host schools' Code of Conduct policy.

Confidentiality

- Confidentiality shall be maintained to the extent consistent with the school's obligations under law.

Retaliation

- Retaliation against a person who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying shall be prohibited.
- If, after investigation, bullying or retaliation is substantiated, the **Principal and/or Program Administrator** will take steps reasonably calculated to prevent recurrence and to ensure that the target is not restricted in participating in school or in benefiting from school activities.

Target Assistance

- CASE Collaborative and/or the host school shall provide counseling or referral to appropriate services, including guidance, academic intervention, and protection to students, both targets and perpetrators, affected by bullying, as necessary.
 - Responses to promote safety may include, but not be limited to:
 - creating a personal safety plan;
 - pre-determining seating arrangements for the target and/or the aggressor in the classroom, at lunch, or on the bus;
 - identifying a staff member who will act as a safe person for the target; and altering the aggressor's schedule and access to the target.
- The **Principal of host school and Program Administrator from CASE** will take additional steps to promote safety during the course of and after the investigation, as necessary

Students receiving Special Education

- Whenever the evaluation of the Individualized Education Program (IEP) team indicates that the child has a disability that affects social skills development or that the child is vulnerable to bullying, harassment or teasing because of the child's disability, the Individualized Education Program shall address the skills and proficiencies needed to avoid and respond to bullying, harassment or teasing.

Notice to the District Police

- The **Principal and/or Program Administrator** shall notify the Police of all reports of bullying and retaliation when appropriate. Criminal charges may be pursued against the aggressor.
- Also, if an incident occurs on school grounds and involves a former student under the age of 21 who is no longer enrolled in school, the **Principal and/or Program Administrator** shall contact the local law enforcement agency if he or she has a reasonable basis to believe that criminal charges may be pursued against the aggressor.

Anti-Bullying Curriculum

- The host schools and CASE Collaborative use learning opportunities from a variety of sources to educate students and adult on how to identify, respond to and report bullying.
- Curriculum is available according to each district
- Support is provided to students individually, in small groups and in large groups by social workers, psychologists, teachers and other faculty.