

SHAKER REGIONAL SCHOOL DISTRICT ADMINISTRATIVE RULES AND PROCEDURES

PUPIL SAFETY AND VIOLENCE PREVENTION – BULLYING CODE JICK-R&P

General Statement of Policy

The Shaker Regional School Board believes that all students are entitled to learn in a school environment that is safe and secure. All students are expected to conduct themselves with respect for others and in accordance with this policy, other Board policies and school rules governing student conduct. The Board will take reasonable steps to protect all students from the harmful effects of bullying and cyberbullying that occurs at school and/or that interferes with student learning and orderly school operations.

Bullying Defined

This section is a required element of RSA 193-F:2-F:10 and cannot be changed at the local level.

For purposes of this policy, the following definitions shall apply:

- A) “Bullying” means a single significant incident or a pattern of incidents involving a written, verbal, or electronic communication, or a physical act or gesture, or any combination thereof, directed at another student which:
1. Physically harms a student or damages a student’s property;
 2. Causes emotional distress to a student. For the purposes of this policy, the term “emotional distress” means distress that materially impairs the student’s participation in academic or other school-sponsored activities. The term “emotional distress” does not include the unpleasantness or discomfort that accompanies an unpopular viewpoint;
 3. Interferes with a student’s educational environment;
 4. Creates a hostile environment; or
 5. Substantially disrupts the orderly operation of the school.

“Bullying” shall also include actions motivated by an imbalance of power based on a student’s actual or perceived personal characteristics, behaviors or beliefs, or motivated by the student’s association with another person based on the other person’s characteristics, behaviors or beliefs, or motivated by the student’s association with another person and based on the other person’s characteristics, behaviors or beliefs if those actions cause one or more of the results in paragraphs (1) through (5) above.

Bullying or cyberbullying of a student on the basis of sex, sexual orientation, race, color, ancestry, national origin, religion, age, marital status, familial status, pregnancy, physical or mental disability may constitute illegal discrimination under federal and/or state laws. Complaints regarding such conduct may be processed through SRSD Board’s Nondiscrimination Grievance Procedure (AC-R).

SHAKER REGIONAL SCHOOL DISTRICT ADMINISTRATIVE RULES AND PROCEDURES

- B) “Cyberbullying” means conduct defined in section 1.2.A. that takes place through the use of electronic devices.
- C) “Electronic devices” include but are not limited to telephones, cellular phones, computers, pagers, electronic mail, instant messaging, text messaging, and websites.
- D) “School property” means all real property and all physical plant and equipment used for school purposes, including public or private school buses or vans.
- E) “Perpetrator” means a student who engages in bullying or cyberbullying.
- F) “Victim” means a student against whom bullying or cyberbullying has been perpetrated.

Notice of Policy

Each school shall provide written notice of this policy to students, parents and staff through appropriate references in the student and employee handbooks and through the publishing of said policy on the District’s policy website. It shall also be provided to any company contracted with the district who shall then be responsible for providing the policy to their employees.

Training

The Superintendent, working in conjunction with each principal, shall develop age-appropriate methods of discussing the meaning, substance and application of this policy with students and staff in order to minimize the occurrence of bullying, and for staff to effectively respond to any such incidents. This shall be done annually.

Reporting Procedures

Any student who believes he/she has been a victim of bullying shall report the alleged act to the building principal or the principal’s designee. If a student is more comfortable reporting the alleged act to a person other than the building principal, the student may contact any employee of the Shaker Regional School District.

Any school employee or employee of a company under contract with the District (e.g.: for transportation services), who has witnessed or has reliable information that bullying has occurred shall report such bullying to the bullied student’s principal, or designee.

Any parent or other individual who has witnessed or has reliable information that a student has been the victim of bullying should report the incident to the student’s principal or designee.

Upon receipt of a report of bullying, the principal or designee shall notify the Superintendent and within twenty-four hours forward a written report to the Superintendent of the incident and the

SHAKER REGIONAL SCHOOL DISTRICT ADMINISTRATIVE RULES AND PROCEDURES

principal's response to the incident. The Superintendent may in turn notify the School Board of the incident.

Additionally, the principal or designee shall by telephone and in writing report the occurrence of any incident of bullying to the parent or legal guardian of pupils involved within 48 hours of the occurrence of such incident, unless this requirement is waived by the Superintendent (when such a waiver is deemed to be in the best interests of the student). The notice shall advise the individuals of their due process rights, including the appeals process.

Investigation

The principal or his/her designee shall investigate alleged acts of bullying.

Discipline

After investigation, if it is determined that a student has engaged in bullying conduct prohibited by this policy, the student shall be subject to appropriate disciplinary action in accordance with Shaker Regional School District Policy JIC.

Appeal

The parent or legal guardian may appeal the principal's decision to the superintendent within ten (10) days of notification. If the parent or legal guardian is not satisfied with the superintendent's decision, they may appeal in writing within ten (10) days to the Shaker Regional School Board.

If the parent or legal guardian is not satisfied with the Board's decision, they may appeal to the State Board of Education, pursuant to RSA 193-F. Such an appeal shall be in writing and filed with the Commissioner of Education with a copy to the superintendent of schools and mailed to the NH Department of Education.

**SHAKER REGIONAL SCHOOL DISTRICT
ADMINISTRATIVE RULES AND PROCEDURES**

BULLYING REPORT FORM

Name of Witness/Reporter: _____

Position: _____

Name of Victim: _____

Name of alleged bully: _____

Description of incident: _____

Other pertinent information: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

**SHAKER REGIONAL SCHOOL DISTRICT
ADMINISTRATIVE RULES AND PROCEDURES**

SCHOOL BOARD NOTIFICATION OF BULLYING REPORT

Notification to the School Board in compliance with RSA 193-F:3, Pupil Safety and Violence Prevention.

School _____

Date _____

Incident Report (example):

A fourteen-year old freshman boy has, on several occasions, bullied and harassed a freshman girl by making inappropriate insulting/sexual remarks, snapping her bra strap and exhibiting assaultive behavior . He has also recently verbally harassed other classmates, male and female. This behavior seems to be carried over from the students' neighborhood/community.

Outcome/Response (example)

The district's bullying policy was followed in investigating/resolving this incident. The offending student has been disciplined in accordance with Board-approved practices/penalties. Parents/guardians or all involved students have been informed and consulted as required.

Submitted by: _____

Submitted on: _____
(date)