

STUDENT VIOLENCE / HARASSMENT / INTIMIDATION / BULLYING

The Governing Body believes that to be educated in a positive, safe, caring, and respectful learning environment is the right of every student. The Governing Body further believes that a school environment that is inclusive of these traits maximizes student achievement, fosters a student's personal growth, and helps a student build a sense of community that promotes positive participation as a citizen of society.

The School, in partnership with parents, guardians, and students, will establish and maintain a school environment based on these beliefs. The School shall identify and implement age-appropriate programs designed to instill in students the values of positive interpersonal relationships, mutual respect, and appropriate conflict resolution.

To assist in achieving a school environment based on the beliefs of the Governing Body, bullying, harassment or intimidation as defined by this policy will not be tolerated.

Definitions

To assist in achieving a school environment based on the beliefs of the Governing Body, bullying as defined by this policy will not be tolerated. Bullying occurs when a student or group of students engages in written, verbal or physical behavior that:

- has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or damage to the student's property;
- is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment for the student, this can be in the form of physical or emotional harm;
- occurs when there is a real or perceived imbalance of power or strength.

Bullying of a student or group of students can be manifested through written, verbal, physical, or emotional means and may occur in a variety of forms including, but not limited to, the following:

- verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly, through another person or group, or through any form of social media including electronic technology or electronic communication on School computers, networks, forums and mailing lists, or other School-owned or personal electronic devices (cyber-bullying);

- exposure to social exclusion or ostracism;
- physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting;
- damage to personal property or personal property stolen.

A student who is experiencing bullying or believes another student is experiencing bullying should report the concerns to a professional staff member. At the time a report is received the School administrator shall provide the student who has allegedly been bullied with a written copy of student rights, protections and support services available to that student.

Any staff member who becomes aware of or suspects that a student is being bullied shall immediately notify the School administrator. The initial notification may be provided verbally however, written notification shall be submitted within one (1) school day of the verbal report. Should the School administrator be the employee who becomes aware or suspect a student is experiencing bullying the School administrator shall document the concern in writing. Failure to report a suspected case of bullying may result in disciplinary action including suspension without pay or dismissal pursuant to Governing Body Policy GCQF.

The School administrator shall investigate all reports of bullying. Should the School administrator determine that bullying has occurred, disciplinary action up to and including suspension or expulsion, will be administered pursuant to Policies JK, JKD, and JKE. Regardless of the outcome of the investigation the School administrator will meet with the student who reported or was reported as being bullied to review the findings of the investigation. Additionally, the parent or guardian of the student will be informed of the reporting and the findings of the investigation.

Documentation related to the reported bullying and subsequent investigation shall be maintained by the School for at least six (6) years. In the event the School is placed in a position of reporting incidents to persons other than School officials or law enforcement, all individually identifiable information shall be redacted. Restrictions pertaining to disclosure established in the Family Rights and Privacy Act (FERPA) will be followed at all times.

The School administrator shall establish procedures for the dissemination of information to students, parents and guardians. This information will include but not be limited to Governing Body policy, incident reporting, support services (both proactive and reactive) available to students, and student's rights. The dissemination of this information will occur during the first week of each school year, will be posted in each classroom and in common areas of the School, will be summarized in the student handbook and on the School website, and will be provided to each incoming student during the school year at the time of registration.

The School administrator shall establish procedures for the dissemination of information to School employees including, but not limited to Governing Body policy, preventive measures, incident reporting, available support services (both proactive and reactive) for students, and student rights. Information will be provided to staff at the beginning of each school year. The School administrator shall also establish procedures designed to protect the health and safety of students who are physically harmed as the result of bullying. This will include, if appropriate, procedures to contact emergency medical services or law enforcement agencies or both.

Adopted: date of Handbook adoption

LEGAL REF.: A.R.S. 15-341

CROSS REF.:
JI - Student Rights and Responsibilities
JII - Student Concerns, Complaints and Grievances
JIC - Student Conduct
JK - Student Discipline
JKD - Student Suspension
JKDA - Removal of Students from School-Sponsored
Activities
JKE - Expulsion of Students
JR - Student Records

REGULATION**STUDENT VIOLENCE / HARASSMENT /
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The School does not tolerate bullying in any form. Further, the School will investigate each complaint of bullying and will take appropriate, timely, and responsive action.

Any student who feels that they have been the victim of bullying or suspects other students of being bullied should file a complaint with the school administrator or other professional staff member at the School. The student's report may be provided verbally or in writing. A student's verbal report will be documented in writing by the employee receiving the report.

Any staff member who becomes aware of or suspects that a student is experiencing bullying shall immediately notify a School administrator. Employees may initially advise the School administrator verbally but shall submit a written report within one (1) school day of the verbal report.

Reprisal directed toward a student or employee for the reporting of a case of bullying or a suspected case of bullying will not be tolerated. Students involved directly or indirectly in reprisal will be disciplined up to and including expulsion pursuant to Policies JK, JKD, and JKE.

Submitted complaints shall be investigated by the School administrator as soon as possible but always within two (2) school days of the initial report. Each investigation will be comprehensive to the extent determined appropriate by the School administrator. In investigating the complaint, the School administrator will maintain confidentiality to the extent reasonable possible. Each investigation will be documented by the School administrator. Documentation will be maintained by the School for at least six (6) years. In the event the School is placed in a position of reporting incidents to persons other than School officials or law enforcement, all individually identifiable information shall be redacted. Restrictions pertaining to disclosure established in the Family rights and Privacy Act (FERPA) will be followed at all times.

Should the School administrator determine that bullying has occurred discipline will be administered pursuant to Policies JK, JKD, and JKE. Regardless of the outcome of the investigation the School administrator will meet with the student who reported or was reported as being bullied to review the findings of the investigation. Additionally the parent or guardian of the student will be informed of the findings of the investigation.

REGULATION**REGULATION**

The Chief Executive Officer is responsible for providing administrators with information necessary to address the direction established in Governing Body policy. The School administrator is responsible to ensure information related to bullying is disseminated to students, and parents and guardians during the first week of each school year. Disseminated information will include but not be limited to policy, incident reporting, related support services available that are both proactive and reactive, and student rights. This information will be provided in the School's student handbook, posted in classrooms and in common areas, and will be placed on the School's website. The School administrator is also responsible to ensure information is disseminated to incoming students at the time of registration and to all students suspected of experiencing bullying at the time the incident is reported.

All employee's at each school will be provided information related to bullying inclusive of policy, incident reporting, related support services available that are both proactive and reactive, student rights, and employee responsibilities and ramifications of not reporting a bullying incident or suspicion of bullying. Information will be disseminated at the start of each school year and as the School administrator deems appropriate during the school year. The School administrator shall establish the method of information delivery to employees and students.

All documentation related to bullying, verified or not, will be maintained by the School for a period of at least six (6) years. The School administrator is responsible for the maintenance of documentation related to bullying.



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COMPLAINT FORM

(To be filed with any staff member who will
forward this document to the School administrator)

Please print:

Name _____ Date _____

Address _____

Telephone _____ Another phone where you can be reached _____

During the hours of _____

E-mail address _____

I wish to complain against:

Name of person(s) _____

Specify your complaint by stating the problem as you see it. Describe the incident, the participants, the background to the incident, and any attempts you have made to solve the problem. *Be sure to include all relevant dates, times, and places.* Additional pages may be attached if necessary.

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(To be displayed in School buildings
and in student handbooks)

The Governing Body of the PILLAR CHARTER SCHOOL School believes it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. The Governing Body further believes a school environment that is inclusive of these traits maximizes student achievement, fosters student personal growth, and helps a student build a sense of community that promotes positive participation as citizens in society.

To assist in achieving a school environment based on the beliefs of the Governing Body, bullying in any form will not be tolerated.

Bullying: Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that

- has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property,
- is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm,
- occurs when there is a real or perceived imbalance of power or strength, or
- may constitute a violation of law.

Bullying of a student or group of students can be manifested through written, verbal, physical, or emotional means and may occur in a variety of forms including, but not limited to

- verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyberbullying,
- exposure to social exclusion or ostracism,
- physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting, and
- damage to or theft of personal property.



Cyberbullying: Cyberbullying is, but not limited to, any act of bullying committed by use of electronic technology or electronic communication devices, including telephonic devices, social networking and other Internet communications, on school computers, networks, forums and mailing lists, or other School-owned property, and by means of an individual's personal electronic media and equipment.

Harassment: Harassment is intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, name calling, unwanted physical contact and unwelcome verbal or written comments, photographs and graphics. Harassment may be related, but not limited to, race, religious orientation, sexual preference, cultural background, economic status, size or personal appearance. Harassing behaviors can be direct or indirect and by use of social media.

Intimidation: Intimidation is intentional behavior by a student or group of students that places another student or group of students in fear of harm of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media.

Students are prohibited from bullying on School grounds, School property, School buses, at School bus stops, at School-sponsored events and activities, and through the use of electronic technology or electronic communication equipment on School computers, networks, forums, or mailing lists.

Disciplinary action may result for bullying which occurs outside of the School and the school day when such acts result in a substantial physical, mental, or emotional negative effect on the victim, while on School grounds, School property, School buses, at School bus stops, or at School-sponsored events and activities, or when such act(s) interfere with the authority of the School system to maintain order. All suspected violations of law will be reported to local law enforcement.

Students who believe they are experiencing being bullied or suspect another student is bullied should report their concern to any staff member of the School. School personnel are to maintain appropriate confidentiality of the reported information.

Reprisal by any student directed toward a student or employee related to the reporting of a case or a suspected case of bullying shall not be tolerated, and the individual(s) will be subject to the disciplines set out in applicable School policies and administrative regulations.



Students found to be bullying others will be disciplined up to and including suspension or expulsion from School.

Knowingly submitting a false report under Policy JICK or this exhibit shall subject the student to discipline up to and including suspension or expulsion. Where disciplinary action is necessary pursuant to any part of this policy, relevant School policies shall be followed.

Law enforcement authorities shall be notified any time School officials have a reasonable belief that an incidence of bullying is a violation of the law.