



## BULLYING PREVENTION AND INTERVENTION

Bullying behavior by a cadet is prohibited and will be considered unacceptable behavior. CMA will not tolerate any unlawful or disruptive behavior, including any form of bullying, cyber-bullying, or retaliation, in our school buildings, on school grounds, or in school related activities. We will investigate promptly all reports and complaints of bullying, cyber-bullying, and retaliation, and take prompt action to end that behavior and restore a target's sense of safety. Aspects that are important for cadets and parents or guardians to know are described below.

### Definitions

*Aggressor* is a cadet who engages in bullying, cyberbullying, or retaliation.

*Bullying* is the repeated use by one or more cadets of a written, verbal or electronic expression or a physical act or gesture or any combination thereof, directed at a target that: (i) causes physical or emotional harm to the target or damage to the target's property; (ii) places the target in reasonable fear of harm to himself/herself or of damage to his/her property; (iii) creates a hostile environment at school for the target; (iv) infringes on the rights of the target at school; or (v) materially and substantially disrupts the education process or the orderly operation of a school. Bullying includes cyberbullying.

*Cyberbullying* is bullying through the use of technology or any electronic devices such as telephones, cell phones, computers, and the Internet. It includes, but is not limited to, email, instant messages, text messages, and Internet postings.

*Hostile environment* is a situation in which bullying causes the school environment to be permeated with intimidation, ridicule, or insult that is sufficiently severe or pervasive to alter the conditions of the cadet's education.

*Target* is a cadet against whom bullying, cyberbullying, or retaliation is directed.

*Retaliation* is any form of intimidation, reprisal, or harassment directed against a cadet who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying.

### Prohibition Against Bullying

Bullying is prohibited:

- on school grounds,
- on property immediately adjacent to school grounds,
- at a school-sponsored or school-related activity, function, or program, whether it takes place on or off school grounds,

- at a school bus stop, on a school bus or other vehicle owned, leased, or used by a school district or school,
- through the use of technology or an electronic device that is owned, leased or used by a school district or school (for example, on a computer or over the Internet),
- at any program or location that is not school-related, or through the use of personal technology or electronic device, if the bullying 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.

Retaliation against a person who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying is prohibited.

### **Reporting Bullying**

Anyone, including a parent or guardian, cadet, or school staff member, can (staff members must) report bullying or retaliation. Reports can be made in writing or orally to the principal or another staff member, or reports may be made anonymously.

CMA staff members must report immediately to the principal or his/her designee if they witness or become aware of bullying or retaliation. Staff members include, but are not limited to, educators, administrators, counselors, school nurses, support staff, cafeteria workers, custodians, bus drivers, athletic coaches, advisors to an extracurricular activity, or substitute teachers.

When the school principal or his/her designee receives a report, he or she shall promptly conduct an investigation. If the school principal or designee determines that bullying or retaliation has occurred, he or she shall (i) notify the parents or guardians of the target, and to the extent consistent with state and federal law, notify them of the action taken to prevent any further acts of bullying or retaliation; (ii) notify the parents or guardians of the aggressor; (iii) take appropriate disciplinary action; and (iv) notify the local law enforcement agency if the school principal or designee believes that criminal charges may be pursued against the aggressor.

### **Investigating and Responding to Reports**

Upon receipt of a report of possible bullying, cyber-bullying, retaliation, or intimidation, the school principal or a designee will, before fully investigating the allegations of bullying or retaliation, take steps to assess the need to restore a sense of safety to the alleged target and/or to protect the alleged target from possible further incidents.

The principal or designee will promptly conduct an investigation. During the investigation the principal or designee will, among other things, interview cadets, staff, witnesses, parents or guardians, and others as necessary.

The principal or designee is required to investigate all reports of potential acts of bullying or cyber-bullying.

This obligation exists regardless of requests from reporters to not investigate or talk with certain cadets or individuals. CMA strongly encourages reporting, but reporting on the condition that no action will be taken or limits placed on the investigation cannot be accepted.

## **Consequences and Support Services**

Bullying behavior can take many forms and can vary dramatically in its seriousness and its impact on the target and other cadets. Accordingly, there is no one prescribed response to verified acts of bullying and retaliation.

Consequences and disciplinary action will be applied in accordance with the CMA Cadet/Parent Handbook. These actions will escalate in severity for repeated offenses or with the severity of the implication of the negative conduct. Actions may be accompanied by the referral to counseling or other therapeutic support. The specific action will be age appropriate, concrete, and immediate. Because of the legal requirements regarding the confidentiality of cadet records, the principal or designee cannot report specific information to the target's parent or guardian about the disciplinary action taken.