

LEROY-OSTRANDER PUBLIC SCHOOL

Bullying Prevention and Intervention Plan



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Table of Contents

| | |
|---|---------------|
| Introduction | page 1 |
| Definitions | page 1 |
| Reporting | page 2 |
| Reporters | page 2 |
| Investigations | page 2 |
| Documentation | page 3 |
| Responses to Bullying | page 3 |
| Training and Professional Development | page 4 |
| Specific Bullying Prevention Approaches | page 4 |
| General Teaching Approaches that Support Bullying Prevention Efforts | page 4 |
| Counseling and Other Services | page 4 |

Introduction

LeRoy-Ostrander Schools expects that all members of the school community will treat each other in a civil manner and with respect for differences. LeRoy-Ostrander Schools is committed to providing a learning and working environment for students, employees, and visitors that is free from bullying and cyber bullying. This commitment is an integral part of our comprehensive efforts to promote learning and to prevent and eliminate all forms of bullying and other harmful behavior that can impede the learning process. LeRoy-Ostrander Schools supports this commitment in all aspects of our school community, including curricula, instructional programs, staff development, extracurricular activities, and parent/guardian involvement.

Consistent with state and federal laws, and the policies of LeRoy-Ostrander Schools, no person shall be discriminated against on account of race, color, sex, religion, national origin, or sexual orientation. LeRoy-Ostrander Schools takes specific steps to create a safe and supportive environment in the school community and to provide all students with the skills, knowledge, and strategies to prevent or respond to bullying, harassment, teasing, and any forms of retaliation.

LeRoy-Ostrander Schools will not tolerate any unlawful behavior, including any form of bullying, cyber bullying, or retaliation in our school building, on school grounds, or during school-related activities. All reports and complaints of bullying and retaliation will be promptly investigated, and the administration will take prompt action to end such behavior and restore a sense of safety for all.

LeRoy-Ostrander School has the right to investigate off campus behavior which has or may affect the good order of the school or create a safety issue for one or more students in an investigation. Also, the school district reserves the right to act upon its findings.

Definitions

Bullying is defined as the repeated use by one or more persons of a written, verbal or electronic expression, or a physical act or gesture or any combination thereof, directed at a target that:

1. Causes physical or emotional harm to the target or damage to the target's property
2. Places the target in reasonable fear or harm to himself or herself or of damage to his/her property
3. Creates a hostile environment at school for the target
4. Infringes on the rights of the target at school
5. Materially and substantially disrupts the education process or the orderly operation of a school

Confidentiality is information from a student record of a target or aggressor that may not be disclosed to a parent unless the information is about the parent's own child. Disclosure of bullying or retaliation to a local law enforcement agency is allowed without the consent of a student or his/her parent. Such communication must protect privacy of targets, student witnesses, and aggressors to the extent practicable under the circumstances.

DOR is the designated official for reporting.

Retaliation is any form of intimidation, reprisal, or harassment directed against a person who:

1. Reports bullying
2. Provides information during an investigation of bullying

3. Witnesses or has reliable information about bullying

Target is a student against whom bullying or retaliation has been perpetrated.

Reporting

It is the responsibility of every employee, student, and parent to recognize acts of bullying and retaliation, and take every action necessary to ensure that the applicable policies and procedures of LeRoy-Ostrander Schools are implemented. Any employee or student who believes that he/she has been subjected to bullying or retaliation has the right to file a complaint and to receive prompt and appropriate handling of the complaint. Further, all reasonable efforts shall be made to maintain the confidentiality and protect the privacy of all parties, but proper enforcement of this policy may require disclosure of any and or all information received.

Reporting Procedure

- Contact the DOR and fill out the "Incident Report/Voluntary Statement" form.
- Once that form is completed the investigation will begin.

Reporters

Designated officials for reporting bullying and retaliation are as follows:

1. Dean of Students
2. Social Worker
3. Principal
4. Superintendent

The superintendent has oversight for district compliance with this plan. All reports are documented in written form. (Incident Form and/or Infinite Campus)

Investigation

The DOR is responsible for conducting a prompt investigation upon receiving a report of bullying or retaliation. The nature and duration of an investigation will depend on the circumstances including the type, severity and frequency of the alleged conduct. The goal is to obtain an accurate and complete account of all incidences and circumstances deemed relevant to the allegations in the complaint. The investigation will generally include personal interviews with the target, the subjects of the complaint and others who may have witnessed or may have potentially relevant knowledge about the alleged incident giving rise to the complaint. Confidentiality guidelines will be followed. Review of documents, videos, voice mails, emails, websites, text messages, instant messages, and other items deemed relevant may also be included.

Throughout the investigatory and complaint resolution process the DOR will make reasonable efforts to regularly inform the target and the subject of the complaint and their parents/guardians of the status of the investigation and estimated timing for making a determination.

Documentation and Records

LeRoy-Ostrander Schools has designated forms for student reporters and adult reporters. Every reported incident will be recorded in written form. All investigatory reports, written items, documents, videos, and other types of evidence will be kept in a designated area. Forms used:

1. Incident Report
 - All information will be entered into Infinite Campus

Responses to Bullying

1. *Teaching Appropriate Behavior Through Skills Building*

- a. Once the DOR determines that bullying or retaliation has occurred, he/she will use a range of responses that balance the need for accountability with the need to teach appropriate behaviors. These may include:
 - i. Offering individualized skill-building sessions based on our anti-bullying curricula.
 - ii. Providing relevant educational activities for individual students or groups of students, in consultation with the social worker and/or other appropriate school personnel.
 - iii. Implementing a range of academic and nonacademic positive behavioral supports to help students understand pro-social ways to achieve their goals.
 - iv. Meeting with parents/guardians to engage parental support and to reinforce the anti-bullying curricula and social skills building activities at home.
 - v. Adopting behavioral plans to include a focus on developing specific social skills
 - vi. Making a referral for evaluation

2. *Taking Disciplinary Action*

- a. If the DOR decides that disciplinary action is appropriate, the action will be determined on the basis of facts found by the DOR including the nature of the conduct, the age of the students involved, and the need to balance accountability with the teaching of appropriate behavior. Discipline will be consistent with the plan and the district/school code of conduct.
- b. If the DOR determines that a student knowingly made false allegations of bullying or retaliation, that student may be subject to disciplinary action.
- c. Parents of students alleged to have engaged in bullying or retaliation may be invited to attend a meeting at which the activity, words, and/or images subject to the complaint will be reviewed. A student disciplined for bullying or retaliation will not be readmitted to the regular school program until his/her parents/guardian attends such a meeting.

3. *Promoting Safety for the Target and others*

- a. The DOR will consider what adjustments, if any, are needed in the school environment to enhance the target's sense of safety and that of others. It will be the responsibility of the target to notify the DOR within a reasonable period of time following the determination and the ordering of remedial and/or disciplinary action whether there has been a reoccurrence of the prohibited conduct and whether additional supportive measures are needed. If so, the DOR will work with appropriate school staff to implement them immediately.

Training and Professional Development

Annual training for all school staff will include staff duties. The DOR will explain to the staff an overview of the steps taken upon a receipt of a report of bullying or retaliation. The Social Worker will provide an overview of the curriculum that will be used to educate students on bullying.

Additional areas identified by LeRoy-Ostrander Schools for professional development may include:

- Promoting and modeling the use of respectful language
- Fostering an understanding of and respect for diversity and difference
- Building relationships and communicating with families
- Constructively managing classroom behaviors
- Using positive behavioral intervention strategies
- Applying constructive disciplinary practices
- Teaching students skills including positive communication, anger management, and empathy for others
- Engaging students in school or classroom planning and decision-making
- Maintaining a safe and caring classroom for all students

Specific Bullying Prevention Approaches

Bullying prevention curricula will be informed by current research which emphasizes the following approaches which may include:

- Using scripts and role plays to develop skills
- Empowering students to take action by knowing what to do when they witness other students engaged in acts of bullying or retaliation
- Emphasizing cyber safety
- Enhancing students' skills for engaging in healthy relationships and respectful communications
- Engaging students in a safe, supportive school environment that is respectful of diversity and differences

General Teaching Approaches that Support Bullying Prevention Efforts

- Setting clear expectations for students and establishing school and classroom routines
- Creating safe school and classroom environments for all students
- Using appropriate and positive responses and reinforcement, even when students require discipline
- Using positive behavioral supports
- Modeling, teaching, and rewarding pro-social, healthy, and respectful behaviors
- Using the internet safely
- Supporting student's interest and participation in non-academic and extracurricular activities, particularly in their areas of strength

Counseling and Other Services: LeRoy-Ostrander Schools has an on-site social worker who works with students and parents/guardians.

- *The school district will provide an annual training and/or informational event for parents and interested community members.*

LeRoy-Ostrander School Incident Report/Voluntary Statement

****PLEASE WRITE CLEARLY AND COMPLETELY ****

My Name: _____

Date of Incident: _____

Time of Incident: _____

Location of Incident: _____

What happened? Please include names NOT “he”, “she”, or “they”

[illegible]

Other students involved: _____

The above statement was made of my own free will and accord and is a true statement to the best of my knowledge.

Witnesses (who saw it happen):
