

SCHOOL DISTRICT OF MAYVILLE

411.2-Rule

GUIDELINES FOR RESPONDING TO ACTS OF HARASSMENT AND/OR BULLYING BY STUDENTS

- a. The District expects and will encourage students and parents/guardians who observe or become aware of an act of harassment and/or bullying by students to report it to the building principal or designee for further investigation. They will be supported by involved staff members in reporting the bullying/harassment to the proper authorities.
- b. The District requires staff members who witness or become aware of an act of student harassment and/or bullying to take immediate, appropriate steps to intervene. First, they need to remove the student doing the bullying/harassing from the classroom, hallway or area by sending him/her to the principal's office. Second, they need to report the incident to the building principal or designee. Third, they need to make sure that that victim feels safe. If a staff member's safety is a concern, additional assistance should be sought immediately by contacting the building principal or designee. If a staff member believes that his/her intervention has not resolved the matter, or if the harassment and/or bullying persists, he/she shall report the harassment and/or bullying to the building principal or designee for further investigation.
- c. Upon learning about a harassment and/or bullying incident, the building principal or designee shall investigate. This investigation may include interviews with students, parents/guardians, and school staff; along with a review of school records. Local law enforcement may assist in the investigation.
- d. Consequences for students who harass and/or bully others, or retaliate against another student for reporting these behaviors or participating in a related investigation, shall depend on the results of the investigation. Students who are found to have retaliated will be subject to more serious consequences. Depending on the severity of the incident, the building principal or designee will also take appropriate steps to ensure student safety. These may include implementing a safety plan; separating and supervising the students involved; providing staff support for students as necessary; reporting incidents to law enforcement as appropriate; and developing a supervision plan with the parent/guardians.

The following disciplinary actions will be taken as appropriate in relationship to established District policies and state law. Parent/guardian notification will take place after each step listed below:

- (1) Official warning to cease the offending behavior and detention issued.
- (2) Short-term in-school suspension
- (3) Out-of-school suspension
- (4) Expulsion

Remedial action will also be taken and may include:

- Restitution and restoration
- Meetings involving school staff and/or local police
- Behavioral management plan
- Student counseling with guidance or other pupil services staff
- Parent conferences including development of a supervision plan as appropriate

Students who have been bullied will be supported by:

- (1) Offering an immediate opportunity to discuss the experience with a guidance counselor or other staff of their choice.
- (2) Offering on-going support with the goal of restoring self-esteem and confidence.

APPROVED: April 6, 2009

ADOPTED: May 4, 2009

Signatures of School Board Members:

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