

ANTI-BULLYING POLICY

The Metropolitan School District of Steuben County recognizes the right of every student to learn in a safe and “bully free” environment. This policy prohibits bullying on the basis of MSD Steuben County Equal Education Opportunity board policy 4112. For the safety of all students, this policy provides for counseling, corrective discipline, and suspension or expulsion from the school for repeated acts of bullying.

The following anti-bullying policy guidelines have been established by the Board of School Trustees:

- (a) Bullying is prohibited by the School Corporation. Students who commit any acts of bullying are subject to discipline including but not limited to suspension, expulsion, arrest, and/or prosecution.
- (b) Definition: IC 20-33-8-0.2 “Bullying” is defined as overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically); physical acts committed; aggression; or any other behaviors committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student, creating for the targeted student an objectively hostile school environment that:
- (1) places the targeted student in reasonable fear of harm to his or her person or property;
 - (2) has a substantially detrimental effect on the targeted student’s physical or mental health;
 - (3) has the effect of substantially interfering with the targeted student’s academic performance; or
 - (4) has the effect of substantially interfering with the targeted student’s ability to participate in or benefit from the services, activities, or privileges provided by the school.

Bullying does **not** include:

- participating in a religious event;
- acting in an emergency involving the protection of a person or property from an imminent threat of serious bodily injury or substantial danger;
- participating in an activity consisting of the exercise of a student’s freedom of speech rights;
- participating in an activity conducted by a nonprofit or governmental entity that provides recreation, education, training, or other care under the supervision of one (1) or more adults;
- participating in an activity undertaken at the prior written direction of the student’s parent;
- or
- engaging in interstate or international travel from a location outside Indiana to another location outside Indiana.

- (c) Applicability: The School Corporation prohibits bullying in all forms. This policy may be applied regardless of the physical location in which the bullying behavior occurred, whenever the indi-

vidual committing the bullying behavior and any of the intended targets of the bullying behavior are students attending a school within the School Corporation and disciplinary action is reasonably necessary to avoid substantial interference with school discipline or prevent an unreasonable threat to the rights of others to a safe and peaceful learning environment. The School Corporation prohibits bullying through the use of data or computer software that is accessed through any computer, computer system, or computer network. IC 20-33-8-13.5

- (d) Education: Students in grades 1-12 will receive age appropriate, research based instruction on bullying prevention. IC 20-30-5.5
- (e) Reporting: Anyone who believes that a student has possibly been or is the victim of bullying is encouraged to immediately report the situation to an appropriate staff member such as a teacher, school counselor, or administrator. All staff who observe or receive a report of suspected bullying shall immediately notify a designated school administrator in charge of receiving reports of suspected bullying. If a staff member does not know who to make a report to, he or she should report directly to the building principal or designee. Bullying reports to the Department of Child Services and/or law enforcement must be made as required by law, such as when a staff member believes that a student is the victim of abuse or neglect. Any person who makes a report of bullying and requests to remain anonymous will not be personally identified as the reporter or complainant to extent permitted by law. The School Corporation will act appropriately to discipline staff members who fail to initiate or conduct an investigation of a bullying incident and for persons who falsely report an incident of bullying.
- (f) Investigation: Once a report of suspected bullying is received by the designated school administrator, an expedited investigation shall follow. The investigation should be facilitated by the designated school administrator or other appropriate school staff. Information relating to the investigation will be gathered using means including, but not limited to: witness interviews, request for written witness statements, record identification and review, and an assessment of whether bullying occurred. The investigation will be initiated within one (1) business day of the report to the designated school administrator and will ordinarily be completed within thirty (30) calendar days.
- (g) Intervention/Responses: If a report of suspected bullying is substantiated through an investigation, then the School Corporation shall take appropriate intervention and responses as consistent with policy and procedure. The School Corporation will take prompt and effective steps reasonably calculated to stop the bullying, remedy the bullying, and prevent the bullying from recurring. Interventions and responses include, but are not limited to: separating the bully and the target; follow-up school counseling for the target; bullying education for the bully; and prompt disciplinary action against the bully. These steps should not penalize the target of the bullying. Disciplinary actions against the bully may include, but are not limited to: suspension and expulsion for students; discharge for employees; exclusion for parents, guests, volunteers, and contractors; and removal from any office for governing body members. Also, if the acts of bullying rise to the level of criminal offense the matter will be referred to law enforcement.
- (h) Parental Involvement: Parents are encouraged to be involved in the process of minimizing bullying. Parents should report suspected acts of bullying to an appropriate school official. In

addition, parents of students suspected of bullying will be notified with a phone call or through other appropriate means of communication. Conversely, parents of students suspected of being the target of acts of bullying will also be notified with a phone call or through other means of appropriate communication. Parent notifications will occur in an expedited manner within one (1) business day after the designated school administrator receives the report of suspected bullying. Parents of students who are disciplined for acts of bullying will be involved in the disciplinary process consistent with the law and School Corporation policy.

All schools in the corporation are encouraged to engage students, staff and parents in meaningful discussions about the negative aspects of bullying. Parent involvement may be through school parent organizations that are already established.

The school corporation will report annually on the number of bullying incidents.
I.C. 20-20-8-8 and I.C. 20-34-6-1

Reviewed: July 12, 2005
Adopted: August 16, 2005
Reviewed: April 20, 2010
Adopted: May 18, 2010
Reviewed: October 15, 2013
Adopted: November 19, 2013
Revised: July 18, 2017
Adopted: August 15, 2017