

<h1>POLICY</h1>	2011	6127
	Personnel/Students	

Subject: Bully Prevention

I. Overview of Harassment, Hazing & Bullying

The Windsor Central School District (WCSD) is committed to providing an educational and working environment that promotes respect, dignity and equality. The Board of Education recognizes harassment, hazing and bullying are detrimental to student learning and achievement. Such behaviors affect not only the students who are targeted, but also those individuals who participate and witness such acts. Therefore, all forms of harassment, discrimination, hazing and bullying are prohibited on school grounds, school busses and at all school-sponsored activities, programs and events including those that take place at alternate locations.

A. Overview

Definition of Harassment: “Harassment” is any intentional written, verbal, or electronic communication or physical act which intimidates or threatens another on the basis of race, color, national origin, creed, religion, marital status, gender, sex, age, sexual orientation, disability, socio-economic status, class or club affiliation or other distinguishing characteristics including weight.

Definition of Bullying: Bullying occurs when someone purposely says or does mean or hurtful things to another person who has a hard time defending themselves or is in an otherwise vulnerable position.

“Bullying” is a form of harassment that consists of inappropriate and often persistent behavior including threats or intimidation of others, treating others cruelly, terrorizing, coercing, or habitual put-downs and/or badgering of others.

Definition of Hazing: “Hazing” is a form of harassment which involves committing an act against a student or coercing a student into committing an act that creates a risk of emotional, physical or psychological harm to a person, in order for the student to be initiated into or affiliated with a student or other organization, or for any other purpose. The fact that a victim may consent to the act does not excuse the behavior or lessen the offense.

B. Prevention Strategies

The term harassment used throughout this policy will collectively refer to the above defined harassment, bullying and hazing. The WCSD recognizes the importance of eliminating unacceptable student conduct and works proactively to prevent these behaviors. School personnel who become aware of harassment shall act promptly to address the harassment, with the goal of preventing it from recurring. Where appropriate, school personnel will address the effects on the student who was harassed. Remedial measures will generally include counseling of persons(s) who have been harmed by harassment and person(s) who have been responsible for the harassment of others and implementing monitoring programs to follow up on addressed issues of harassment. Students should report any concerns related to harassment to the school principal, a teacher or counselor. It should also be a violation of this policy to retaliate in any manner whatsoever against individuals who report or are interviewed regarding harassment complaints.

Windsor School District Bully Prevention Rules:

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| <p>Rule 1: We will not bully others.</p> <p>Rule 2: We will try to help students who are bullied.</p> <p>Rule 3: We will try to include students who are left out.</p> <p>Rule 4: If we know somebody is being bullied, we will tell an adult at school and an adult at home.</p> |
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Olweus Bully Prevention Program

Different forms or kinds of bullying may include:

- Verbal bullying, being socially excluded or isolated, being physically bullied, being bullied through lies or false rumors, having money or other items taken or damaged, being threatened or forced to do things, racial bullying, sexual bullying, and cyber-bullying as well as any other conduct which has the effect of hurting emotionally or physically the target of the bullying or any witnesses to the bullying.

A. COMPLAINT PROCEDURES

Who may file a complaint:

Students, or a parent(s) or legal guardian(s) who believe his/her student has been subjected to harassment by another student, teacher, administrator or other school personnel should report the incident(s) immediately to a school administrator, teacher or a counselor.

WCSD encourages students, or a parent(s) or legal guardian(s) to report incident(s) of harassment. If the student, parent(s) and/or legal guardian(s) desires further assistance regarding the complaint, the Superintendent may be contacted.

How to file a complaint:

Complaints can be filed by completing a “Windsor Rights Bully Prevention Form”. Students, parents and staff are to report any incidents of bullying by completing a “Windsor Rights Bully Prevention Form”. These forms are located in the school library, the guidance office and in the building’s main office. Forms can also be accessed and completed online on the Windsor District’s homepage: www.windsor-csd.org. Forms can be deposited into any specified drop boxes in the building or turned into the main office. Online forms can be e-mailed directly to the appropriate building administrator. All inquiries and harassment complaints filed with the WCSD are confidential to the extent possible as described below. Confidentiality also applies to the investigative process.

Investigation Procedures and Decision of Investigator

- Upon receipt of a report or complaint alleging harassment, the appropriate building administrator shall undertake or authorize an investigation. The investigation may be conducted by school administrators or by a school faculty member, as determined by the Office of Special Programs.
- The investigation will, at a minimum, consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint.
- The investigation will be completed as soon as practicable. The investigator will complete the appropriate forms and may impose consequences and/or intervention strategies upon completion of the investigation.
- Upon a finding that harassment has occurred, an appropriate response shall be fashioned by the appropriate administrator. Building principals addressing violations of this policy by students and the superintendent addressing violations of this policy by employees and/or students should consider the surrounding circumstances, the nature of the behavior, past incidents or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred.
- Steps may be taken by the appropriate administrator to protect the complainant, pupils, teachers, administrators or other personnel pending completion of an investigation of alleged harassment.

Disciplinary Consequences

Any individual who violates this policy by engaging in conduct defined throughout this policy that directly or indirectly causes intimidation, harassment, or physical harm to another student or employee may be subject to disciplinary action including but not limited to suspension from school.

Retaliation

Retaliation means some type of adversarial or punitive action taken against an individual or individuals as a result of filing a complaint or participating in the complaint process.

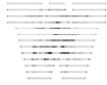
No person will suffer retaliation or intimidation for participating in the complaint process. Retaliation against any student seeking assistance at their school, filing a complaint, or participating in the investigative process is grounds for a subsequent retaliation/harassment complaint.

Confidentiality

WCSD will respect the privacy of the complainant, the individual(s) against whom the complaint is filed and the witnesses as much as possible, consistent with our legal obligations to investigate, take appropriate action, and conform to any legal discovery or disclosure obligations.

B. LEGAL COMPLIANCE

Dignity for All Students - Chapter 482 of the Laws of 2010



Windsor Rights

Bully Prevention Form



Windsor Incorporates Non-Bullying Detailed System Of Reporting

Name of person filing a report:
Student being targeted:
Date:
Grade level:

1. Please explain in your own words what happened.

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2. Please list the name or names of the accused bullies:

3. Where did the bullying take place? Please be specific – helpful information includes the school location or the alternate setting. For example, on the bus, a sports venue, your neighborhood, on-line or through a text message etc.

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4. When did the bullying take place? Please be specific – helpful information includes the class, mod, time, and date.

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5. Has this individual or group of individuals bullied you before (Select Yes or No)?
If yes please answer the next question?

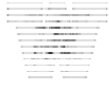
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6. Did you fill out a Windsor Rights form last time? If yes, please list the date:

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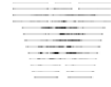
7. Have you witnessed this individual or group of individuals bully others on different occasions? If so, please provide details.

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Windsor Rights

Bully Prevention Form



Windsor Incorporates Non-Bullying Detailed System Of Reporting

Administrative Action Taken:

Parent Communication:

Additional faculty Involvement:

Windsor Central School District Behavioral Agreement



Name of Student:	Age:	Grade:	School:
Reason for Behavioral Agreement:			
I agree to the following terms to <u>change my behavior:</u>			
I will need the following support(s) to help me meet the obligations of my agreement:			
The implications of me <u>NOT</u> meeting the expectations are as follows:			
Student Signature:		Date:	
Parent Signature:		Date:	
Administrator Signature:		Date:	

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BULLY PREVENTION STRATEGIES AND PROGRAMS WINDSOR CENTRAL SCHOOL DISTRICT

Bell Elementary

- Kindergarten
Most Important Person Videos-Pro/Social Lessons
- First Grade DUSO Curriculum-pro-social skills, Kelso curriculum-conflict avoidance/resolution, Enemy Pie (book)
- Second Grade
Kelso Review and story; Be Cool-assertiveness training/feelings managements; “Conflict, Conflict” (video), Getting Along Audio Series Pro-social/Antibullying; Books w/activities- Rag Coat, Oliver Button is a Sissy, The Luckiest Leprechaun, Bully Blockers Club.
- Third Grade
Kelso Review, Early Faces of Violence videos; Bully Proofing Your School-Includes the book-The 100 Dresses
Books-Quiltmaker’s Gift, Quiltmaker’s Journey, Thank You Mr. Falker, The Brand New Kid
- Fourth Grade
Kelso Review, Be Cool Curriculum-Teasing and Bullying
- Fifth Grade
Early Faces of Violence, Through the Eyes of Howard Grey Video

C.R. Weeks Elementary

- Kindergarten
Most Important Person Videos-Pro/Social Lessons; Get Real About Violence Froggy videos, Kelso conflict resolution; Counselor made social skills lessons for small groups
- First Grade
DUSO social skills; Kelso; Early Faces of Violence (video); Enemy Pie (book)
- Second Grade
Kelso, Be Cool, Assertiveness Training; “Conflict, Conflict” (video); Getting along;
Books-The Bucket Fillers, Rag Coat, Don’t Squeal Unless it’s a Big Deal, Oliver Button is a Sissy, The Luckiest Leprechaun, Bully Blockers Club, Armadillo Tattle Tail.
- Third Grade
Early Faces of Violence (videos-2 sessions); Bully Proofing Your School (5 sessions)
Books-Quilt Makers (2 sessions), Mr. Peabody’s Apples, The 100 Dresses
- Fourth Grade
School Star/Rachel’s Challenge (counselor made unit) Be Cool series-Teasing (3 sessions) and Bullying (4 sessions), Personal Shields (Counselor made unit on resiliency)
Books-Secrets of a Peaceful Warrior
- Fifth Grade
Early Faces of Violence (2 sessions), Get Real About Violence I think video “Through the Eyes of Howard Grey” video

Palmer Elementary

- All Grades
Kelso
- Third Grade
Bully Proofing Your School

Windsor Middle School

- Advisory Program-Created in 2005-2006 Purpose being to build student connections to the school and an adult.

•	Up With Life Day- Annual day devoted to healthy choices (began 2006-07). The students participate in three workshops that provide healthy alternatives. Keynote speakers present on topics related to anti-bullying, good choices, and success.
•	Rachel's Challenge (2007) presented to Middle School and incorporated into Advisory.
•	FBI Presentation to students on Cyber-bullying and Internet Safety, followed by in house workshops in PE class with guidance counselors, the School Resource Officer, and administration (2008-2009)
•	Anti-Bully Committee-formed in 2009 w/stakeholders representing teachers, administration, guidance, and parents.
•	Reporting procedures were developed and shared school wide through advisory with the following power point H:\bully free school\Windsor Middle School anti bullying program.pptx
•	A school wide assembly with Mr. John Halligan, featured on the Oprah Winfrey show and Jillian Palmieri, specializing in empowering bystanders was held on September 28, 2009 followed by a full day of team building activities.
•	Advisory activities for September and October focus on team building and appropriate student interactions.
•	Anti-bullying curriculum was developed over the course of 2009-2010 and implemented into our physical education program during this school year.
•	Advisory lessons and activities address character education and anti-bullying throughout the school year.
•	Bi-weekly Pupil Personnel meetings are held to address student issues.
•	Daily team meeting addresses student concerns academically, socially, and emotionally.
•	Twenty four pages of student handbook are dedicated to bullying.
•	We are continuing to explore the Olweus anti-bullying program and we have the potential to bring it to our school through our participation in the SHARE Project with Lourdes Hospital and Binghamton University.
•	Superintendent's Conference Day dedicating to bullying prevention on November 12, 2010 from 8:00 am-2:00 pm beginning with "What is Bullying?" including New York State Law, Olweus Bully Prevention System, Video of different approaches to interventions, and a teacher's guide to everyday life. The afternoon was spent with a 3 carousel rotation including: Classroom level components, individual interventions, and levels of bullying.
•	An entire school day was dedicated to the Olweus Bully Prevention Program on 1/18/2011. Students were involved in a number of team building activities while learning about the seriousness of bullying.
•	Bus Driver training on Olweus Bully Prevention System was implemented on March 1 at 9:30 a.m., March 2 at 12:30 p.m., and March March 3, 2011 at 9:30 a.m.
•	Coaches Training on Olweus Bullying Prevention Program on 6/23/2011 at 2:30 p.m.
•	Power points with topics on <u>Bully Prevention</u> and <u>Creating a Bully Free School</u> are shown/discussed during advisory.
•	Windsor Rights Bully Prevention Form (Windsor Incorporated Non-Bullying Detailed System of Reporting)

<u>Windsor High school</u>	
•	SST (Student Support Team) and RTI (Response to Intervention)
•	Liberty Partnership, Chris Bernard
•	Lourdes Student Assistance Counselor , Cal Brown
•	SIPP (Students in Peer Partnerships) and ADSIP (Alcohol, Drugs Student Information

	Program) and SADD (Students Against Destructive Decisions)
•	Ninth grade summer enrichment program
•	Advisory Program (2009-2010)
•	Selective classification requirements
•	9 th Grade Teams
•	9 th Grade Academy
•	September Class Meetings-Procedures/Presentation
•	Freshmen Orientation
•	Rachel's Challenge (2007)
•	FBI Presentation to students on Cyber-bullying and Internet Safety (2008-2009)
•	John Halligan, empowering bystanders (2009)
•	Windsor Rights Bully Prevention Form
•	Coaches training on Olweus Bullying Prevention Program
•	Updated Student Handbook and policies
	<u>District Wide</u>
•	Olweus Bully Prevention Program