



HOLBROOK ELEMENTARY

ANTI-BULLYING POLICY

Belief Statement

Holbrook Elementary is committed to the elimination of bullying through the positive involvement and ongoing education of students, parents, and staff. It is the belief of Holbrook Elementary that students are not inherently bullies but rather that bullying is a learned behavior and the behaviors of the bully, the bullied, and the bystanders can be changed.

Holbrook Elementary is committed to the creation of a safe and caring environment for all students which promotes respect for all and to that end, we will not accept bullying behavior. A disciplinary process will be used to address any incidents of bullying behavior while still leaving the dignity of all students intact.

What is Bullying?

Bullying is different than conflict

Conflict is a disagreement or argument in which both sides express their views. Conflict happens between two people who are equal in the relationship (think: friends or classmates) but have two different points of view about what is going on. In conflict, when things are equal between people, both sides want the issue to be resolved. They don't want the conflict to keep going on; they want to make things better and they want the relationship to continue in a healthy way. Both people will try to do things to improve the situation.

Bullying is negative behavior directed by someone exerting power and control over another person. The behavior is repeated, or has the potential to be repeated, over time. Bullying is meant to cause harm. When someone aggressively uses their "power" such as physical strength, access to embarrassing information, or popularity, to control or harm another individual, those targeted are hurt either physically or emotionally and have a hard time stopping what is happening to them. It can be committed by a group or a single individual. Bullying can take many forms, none of which are acceptable. The main types of bullying include:

VERBAL	PHYSICAL	RELATIONAL	CYBER BULLYING
Name calling/putdowns	Hitting	Manipulating friendships	Email
Insults	Kicking	Gossip/rumors	Social networking
Racist comments	Spitting	Excluding someone from the group on purpose	Instant messaging
Sexist comments	Pushing	Intimidation	Text messaging
Teasing/taunting	Inappropriate gestures/touching	Written notes	Cell phone communication
Threatening/extortion	Tripping	Telling others not to be friends with someone	Internet blogs
Harassment	Stealing		Chat rooms

Signs and symptoms that bullying might be occurring to a student

- Is frightened when walking to or from school
- Doesn't want to go on the school bus (begs to be driven to school)
- Changes to his/her usual routine
- Is unwilling to go to school
- Becomes withdrawn, anxious, or lacking in confidence
- Starts stammering
- Attempts or threatens to run away or self-harm
- Cries a lot
- Has nightmares
- Feels ill in the morning
- School work begins to suffer
- Arrives from school with damaged clothes or books
- Has possessions missing
- Asks for money or steals money to pay bully
- Comes home hungry after lunch is stolen
- Becomes aggressive, disruptive, or unreasonable
- Is bullying other children or siblings
- Stops eating
- Is frightened to say what is wrong
- Gives improbable excuses for any of the above

Responsibilities of Members of the Holbrook Elementary Community

All members of the school community are encouraged to take advantage of any educational opportunities to become more knowledgeable about bullying and bullying issues. The school will highlight opportunities as they become available in the Husky Headlines.

Responsibilities of Students

Students shall:

- No accept bullying behavior from anyone; students shall not commit bullying behavior, and students shall report bullying or bullying behavior directed toward others in the school, whether it occurs within the school building, on the school bus, during the school day, or by electronic means.
- Refrain from, report, and not accept bullying or bullying behavior directed towards others in the school, whether it occurs within the school building, on the school bus, during the school day, or by electronic means.

Responsibilities of Staff (including adult volunteers)

Staff and Adult Volunteers shall:

- Provide a safe and secure environment for all students free from bullying.

- Act upon, respond, attend to, and follow up on any incidents of bullying that are reported to them or come to their attention through other indirect means.

Responsibilities of Parents and Guardians

Parents and Guardians shall:

- Report any incidents of bullying as soon as reasonably possible by calling or emailing Holbrook’s administration and/or classroom teacher.
- Provide positive support to students and the school involved in incidents of bullying.

Responsibilities of Bystanders

Say something. This can be to the target (examples: I’m with you. They’re wrong. Let’s leave.), or the bully (examples: Stop. Not cool. Don’t do that.).

- Don’t be a silent witness. You would want someone to have your back if you were the one getting bullied.
- Don’t watch and laugh. That’s even worse than doing nothing.
- If it’s too hard to speak out, send an anonymous note to school staff
- Be assertive, NOT aggressive. Fighting doesn’t help anyone.
- Invite the person being targeted to leave the situation with you.
- Encourage the target to get help from someone, like the school counselor, classroom teacher, administrator, or other adults who can help.

Student Reporting

Whether you are the bullied or the bystander, you must notify an adult of bullying situations as soon as possible. If you are unsure of who to talk to, contact one of the adults on the list below. You are encouraged to talk to the primary contact person first as they are closest to the situation and can have the most immediate effect. If the primary contact person is not available, contact any of the people in the secondary contact list.

Location	Primary Contact	Secondary Contact
On the bus	Bus Driver	Counselor
In the hallway	Classroom Teacher	Teacher Assistants
In the classroom	Classroom Teacher	Counselor
In the gym	PE Teacher	Classroom Teacher
School grounds	Playground Duties	Custodians
School activity, field trip, other	Teachers	Office Staff/ Administration
Cyber Bullying	Parent/Counselor/Administration	Office Staff, PTA, Community Council Member
After School	Parent/Counselor/Administration	Office Staff

Procedures

All incidents of bullying that are reported to school personnel will be investigated and dealt with. Students who engage in bullying-type behavior can expect a progressive disciplinary route with the goal of changing student behavior. To get there, students can expect:

- Office referrals
- Documentation of information
- Contact with parents
- Referrals to counseling

With repeated or severe incidents, discipline may progress to:

- Detention
- Removal of school privileges
- In-school suspensions
- Out of school suspensions
- Referral to the District for additional support or consequences

The welfare and dignity of all students will be respected throughout any disciplinary action taken.