

8066 FLORIDA STATE UNIVERSITY SCHOOLS
8067 POLICY MANUAL
8068 STUDENTS
8069 CHAPTER 5.0

8070 5.321

8071 **POLICY AGAINST BULLYING AND HARASSMENT**

8072
8073 I. Statement prohibiting bullying and harassment:
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8075 A. It is the policy of FSUS that all of its students and school employees have
8076 an educational setting that is safe, secure, and free from harassment and
8077 bullying of any kind. FSUS will not tolerate bullying and harassment of any
8078 type against any students, employees, visitors, volunteers or agents who
8079 work on school related activities, subject to the control of school officials.
8080 Conduct that constitutes bullying and harassment, as defined herein, is
8081 prohibited.

8082 B. Bullying or harassment of any student or school employee, visitor,
8083 volunteer, or agent is prohibited

- 8084 1. During any education program or activity conducted by a public K- 12
8085 educational institution;
- 8086 2. During any school-related or school-sponsored program or activity;
- 8087 3. On a school bus of a public K-12 educational institution;
- 8088 4. Through the use of data or computer software that is accessed through
8089 a computer, computer system, or computer network of a public K- 12
8090 education institution within the scope of the School District, meaning
8091 regardless of ownership, any computer, computer system, computer
8092 network that is physically located on school property or at a school-
8093 related or school-sponsored program or activity; or

8094 5. Through the use of data or computer software that is accessed at a non-
8095 school-related location, activity, function, or program or through the use
8096 of technology or an electronic device that is not owned, leased, or used
8097 by the School District or a school, if the bullying substantially interferes
8098 with or limits the victim's ability to participate in or benefit from the
8099 services, activities, or opportunities offered by a school or substantially
8100 disrupts the education process or orderly operation of a school. School
8101 staff is not required to monitor any non-school-related activity, function,
8102 or program.

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8104 6. The above paragraph (5) does not require a school to staff or monitor
8105 any non-school-related activity, function, or program
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8107 II. Definitions

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8109 A. Accused is defined as any FSUS employee, consultant, contractor, agent,
8110 visitor, volunteer, student, or other person in the school or outside the
8111 school at school-sponsored events, on school buses, and at training facilities
8112 or training programs sponsored by the District who is reported to have
8113 committed an act of bullying, whether formally or informally, verbally or
8114 in writing, of bullying.

8115
8116 B. Bullying includes cyberbullying and means systematically and chronically
8117 inflicting physical hurt or psychological distress on one or more students or
8118 employees. It is further defined as unwanted and repeated written, verbal,
8119 or physical behavior, including any threatening, insulting, or
8120 dehumanizing gesture, by a student or adult, that is severe or pervasive
8121 enough to create an intimidating, hostile, or offensive educational
8122 environment; cause discomfort or humiliation; or unreasonably interfere
8123 with the individual's school performance or participation; and is often

8124 characterized by an imbalance of power. Bullying may involve but is not
8125 limited to:

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8127 1. Unwanted Teasing;

8128 2. Social Exclusion;

8129 3. Threat;

8130 4. Intimidation;

8131 5. Stalking;

8132 6. Cyberstalking or Cyberbullying

8133 7. Physical violence;

8134 8. Theft;

8135 9. Sexual, religious, anti-semitic, cultural, or racial harassment;

8136 10. Public or private humiliation; or

8137 11. Destruction of property.

8138 The term *bullying* shall include cyberbullying whether or not specifically
8139 stated.

8140

8141 C. Complainant is defined as any District employee, consultant, contractor,
8142 agent, visitor, volunteer, student, or other person who formally or
8143 informally makes a report of bullying, orally or in writing.

8144

8145 D. Cyberbullying means bullying through the use of technology or any
8146 electronic communication, which includes, but is not limited to, any
8147 transfer of signs, signals, writing, images, sounds, data or intelligence of
8148 any nature transmitted in whole or in part by a wire, radio, electromagnetic
8149 system, photoelectronic system, or photooptical system, including, but not
8150 limited to, electronic mail, Internet communications, instant messages, or
8151 facsimile communications. Cyberbullying includes the creation of a
8152 webpage or weblog in which the creator assumes the identity of another
8153 person, or the knowing impersonation of another person as the author of

8154 posted content or messages, if the creation or impersonation creates any of
8155 the conditions enumerated in the definition of bullying. Cyberbullying also
8156 includes the distribution by electronic means of a communication to more
8157 than one person or the posting of material on an electronic medium that
8158 may be accessed by one or more persons, if the distribution or posting
8159 creates any of the conditions enumerated in the definition of bullying.

8160

8161 E. Cyberstalking as defined in s. 784.048(1)(d), F.S., means to engage in a
8162 course of conduct to communicate, or cause to be communicated, words,
8163 images, or language by or through the use of electronic mail or electronic
8164 communication, whether or not physically located on school property,
8165 directed at a specific person, causing substantial emotional distress to that
8166 person and serving no legitimate purpose.

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8168 F. Harassment means any threatening, insulting, or dehumanizing gesture,
8169 use of data or computer software, or written, verbal or physical conduct
8170 directed against a student or school employee that:

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- 8172 1. Places a student or school employee in reasonable fear of harm to his
8173 or her person or damage to his or her property;
- 8174 2. Has the effect of substantially interfering with a student's
8175 educational performance, opportunities, or benefits;
- 8176 3. Has the effect of substantially negatively impacting a student's or
8177 employee's emotional or mental well-being; or
- 8178 4. Has the effect of substantially disrupting the orderly operation of a
8179 school.

8180

8181 G. Bullying and harassment also encompasses:

- 8182 1. Retaliation against a student or school employee by another student or
8183 school employee for asserting or alleging an act of bullying or

8184 harassment. Reporting an act of bullying or harassment that is not made
8185 in good faith is considered retaliation.

8186 2. Perpetuation of conduct listed in the definition of bullying or
8187 harassment by an individual or group with intent to demean,
8188 dehumanize, embarrass, or cause emotional or physical harm to a
8189 student or school employee by:

- 8190 a. Incitement or coercion
- 8191 b. Accessing or knowingly and willingly causing or providing
8192 access to data or computer software through a computer,
8193 computer system, or computer network within the scope of FSUS
- 8194 c. Acting in a manner that has an effect substantially similar to the
8195 effect of bullying or harassment

8196

8197 III. Behavior Standards

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8199 A. FSUS expects students to conduct themselves as appropriate for their levels
8200 of development, maturity, and demonstrated capabilities with a proper
8201 regard for the rights and welfare of other students and school staff, the
8202 educational purpose underlying all school activities, and the care of school
8203 facilities and equipment. FSUS employees are responsible for adhering to
8204 the Principles of Professional Conduct of the Education Profession in
8205 Florida and district policies governing conduct and behavior.

8206

8207 B. FSUS believes that standards for student behavior must be set cooperatively
8208 through interaction among the students, parents/legal guardians, staff, and
8209 community members producing an atmosphere that encourages students
8210 to grow in self-discipline. The development of this atmosphere requires
8211 respect for self and others, as well as for FSUS and community property on
8212 the part of students, staff, and community members. Since students learn
8213 by example, school administrators, faculty, staff, and volunteers will

8214 demonstrate appropriate behavior, treat others with civility and respect,
8215 and refuse to tolerate bullying or harassment.

8216

8217 C. Refer to the Code of Conduct for specific behavior expectations.

8218

8219 IV. Consequences

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8221 A. Committing an act of bullying or harassment

8222 1. Concluding whether a particular action or incident constitutes a violation
8223 of this policy requires a determination based on all of the facts and
8224 surrounding circumstances followed by the determination of disciplinary
8225 sanctions appropriate to the perpetrators position within the district. The
8226 physical location or time of access of a computer-related incident cannot
8227 be raised as a defense in any disciplinary action.

8228 2. Consequences and appropriate remedial interventions for students who
8229 commit acts of bullying or harassment may range from positive
8230 behavioral interventions up to and including suspension or expulsion, as
8231 outlined in the Code of Student Conduct.

8232 3. Consequences and appropriate remedial interventions for a school
8233 employee found to have committed an act of bullying or harassment may
8234 be disciplined in accordance with FSU's policies, procedures, and
8235 agreements. Additionally, egregious acts of harassment by certified
8236 educators may result in a Department of Education professional
8237 practices sanction against an educator's state issued certificate. (See State
8238 Board of Education Rule 6A-10.081, FAC., *The Principles of Professional
8239 Conduct of the Education Profession in Florida.*)

8240 4. Consequences and appropriate remedial action for a visitor or volunteer,
8241 found to have committed an act of bullying or harassment shall be
8242 determined by the school or district administrator after consideration of

8243 the nature and circumstances of the act, including reports to Professional
8244 Standards and/or appropriate law enforcement officials.

8245

8246 B. Wrongful and intentional accusation of an act of bullying or harassment

8247 1. Consequences and appropriate remedial interventions for a student
8248 found to have wrongfully and intentionally accused another as a means
8249 of bullying or harassment range from positive behavioral interventions
8250 up to and including suspension or expulsion, as outlined in the Code of
8251 Student Conduct.

8252 2. Consequences and appropriate remedial interventions for a school
8253 employee found to have wrongfully and intentionally accused another
8254 as a means of bullying or harassment may be disciplined in accordance
8255 with FSU's policies, procedures, and agreements.

8256 3. Consequences and appropriate remedial action for a visitor or
8257 volunteer, found to have wrongfully and intentionally accused another
8258 as a means of bullying or harassment shall be determined by the school
8259 administrator after consideration of the nature and circumstances of the
8260 act, including reports to Professional Standards and/or appropriate law
8261 enforcement officials.

8262

8263 V. Reporting an Act of Bullying or Harassment

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8265 A. At FSUS, the principal and/or the principal's designee is responsible for
8266 receiving oral or written complaints alleging violations of this policy and
8267 will determine the appropriate action.

8268

8269 B. All school employees are required to report alleged violations of this policy
8270 to the principal or the principal's designee.

8271

- 8272 C. All other members of the school community, including students,
8273 parents/legal guardians, volunteers, and visitors are encouraged to report
8274 any act that may be a violation of this policy anonymously or in-person to
8275 the principal or principal's designee.
8276
- 8277 D. The principal and/or the principal's designee in FSUS shall establish and
8278 prominently publicize to students, staff, volunteers, and parents/legal
8279 guardians, visitors and other agents how a report of bullying or harassment
8280 may be filed either in-person or anonymously and how this report will be
8281 acted upon.
8282
- 8283 E. The alleged victim of bullying or harassment, anyone who witnessed the
8284 bullying or harassment, and anyone who has credible information that an
8285 act of bullying or harassment has taken place may file a report of bullying
8286 or harassment.
8287
- 8288 F. A school employee, school volunteer, student, parent/legal guardian or
8289 other persons who promptly reports in good faith an act of bullying or
8290 harassment to the appropriate school official and who makes this report in
8291 compliance with the procedures set forth in FSUS policy is immune from a
8292 cause of action for damages arising out of the reporting itself or any failure
8293 to remedy the reported incident.
8294
- 8295 G. Submission of a good faith complaint or report of bullying or harassment
8296 will not affect the complainant or reporter's future employment, grades,
8297 learning or working environment, or work assignments.
8298
- 8299 H. Any written or oral reporting of an act of bullying or harassment shall be
8300 considered an official means of reporting such act(s).
8301

8302 I. Reporting may be made anonymously, but formal disciplinary action may
8303 not be based solely on the basis of an anonymous report. The
8304 principal/designee or District Administrator shall document all complaints
8305 in writing and/or through the appropriate data system to ensure that
8306 problems are addressed in a timely manner.

8307

8308 VI. Investigation of a Report of Bullying or Harassment

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8310 A. The investigation of a reported act of bullying or harassment is deemed to
8311 be a school-related activity and shall begin with a report of such an act.

8312

8313 B. While FSUS does not assume any liability for incidents that occur at a bus
8314 stop or en route to and from school, a student or witness may file a
8315 complaint following the same procedures for bullying or harassment
8316 against a student and the school will investigate and/or provide assistance
8317 and intervention as the principal/designee deems appropriate.

8318

8319 C. Incidents that require a reasonable investigation when reported to
8320 appropriate school authorities shall include alleged incidents of bullying or
8321 harassment allegedly committed against a child while the child is en route
8322 to school aboard a school bus or at a school bus stop.

8323

8324 D. The principal and/or designee selects an individual(s), employed by the
8325 school, trained in investigative procedures to initiate the investigation. The
8326 person may not be the accused perpetrator (harasser or bully) or victim.

8327

8328 E. Documented interviews of the victim, alleged perpetrator, and witnesses
8329 are conducted privately, separately, and are confidential. Each individual
8330 (victim, alleged perpetrator, and witnesses) will be interviewed separately
8331 and at no time will the alleged perpetrator and victim be interviewed
8332 together.

8333

8334 F. The investigator shall collect and evaluate the facts including, but not
8335 limited to:

- 8336 1. Description of incident(s) including nature of the behavior;
8337 2. Context in which the alleged incident(s) occurred, etc.;
8338 3. How often the conduct occurred;
8339 4. Whether there were past incidents or past continuing patterns of
8340 behavior;
8341 5. The relationship between the parties involved;
8342 6. The characteristics of parties involved, i.e., grade, age, sex, race;
8343 7. The identity and number of individuals who participated in bullying
8344 or harassing behavior;
8345 8. Where the alleged incident(s) occurred;
8346 9. Whether the conduct adversely affected the student's education or
8347 educational environment or the employees work or workplace
8348 environment
8349 10. Whether the alleged victim felt or perceived an imbalance of power
8350 as a result of the reported incident;
8351 11. The date, time, and method in which the parents/legal guardians of
8352 all parties involved were contacted; and
8353 12. The date, time and method in which all parties involved, in the case
8354 of employees were contacted.

8355

8356 G. Whether a particular action or incident constitutes a violation of this policy
8357 requires a determination based on all the facts and surrounding
8358 circumstances and shall include

- 8359 1. Any recommended remedial steps necessary to stop the bullying
8360 and/or harassing behavior; and
8361 2. A written final report to the principal or the appropriate
8362 administrator.

8363

8364 H. The maximum of 10 school days shall be the limit for the initial filing of
8365 incidents and completion of the investigative procedural steps.

8366

8367 I. The highest level of confidentiality possible will be upheld regarding the
8368 submission of a complaint or a report of bullying and/or harassment, and
8369 the investigative procedures that follow.

8370

8371 VII. Investigation to Determine Whether a Reported Act of Bullying or
8372 Harassment is Within the Scope of FSUS

8373

8374 A. A principal and/or designee will assign a designee(s) that is trained in
8375 investigative procedures to initiate an investigation of whether an act of
8376 bullying or harassment is within the scope of FSUS.

8377

8378 B. The trained designee(s) will provide a report on results of investigation
8379 with recommendations for the principal to make a determination if an act
8380 of bullying or harassment falls within the scope of FSUS.

8381 1. If it is within scope of FSUS, a thorough investigation shall be
8382 conducted.

8383 2. If it is outside scope of FSUS, and determined a criminal act, the
8384 principal shall refer the incident(s) to appropriate law enforcement.

8385 3. If it is outside scope of FSUS, and determined not a criminal act, the
8386 principal or designee shall inform the parents/legal guardians of all
8387 students involved.

8388

8389 C. Computers without web-filtering software or computers with web-filtering
8390 software that is disabled shall be used when complaints of cyberbullying
8391 are investigated.

8392

8393 VIII. Notification to Parents/Guardians of Incidents of Bullying or Harassment

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8395 A. Immediate notification to the parents/legal guardians of a victim of
8396 bullying or harassment and the parents/legal guardians of the perpetrator
8397 of an act of bullying or harassment as well as notification to all agencies
8398 when criminal charges may be pursued against the perpetrator

8399 1. The principal, and/or designee, shall promptly report via telephone,
8400 personal conference, and/or in writing, the occurrence of any
8401 incident of bullying or harassment as defined by this policy to the
8402 parent or legal guardian of all students involved on the same day an
8403 investigation of the incident(s) has been initiated, or reasonably
8404 thereafter. Notification must be consistent with the student privacy
8405 rights under the applicable provisions of the Family Educational
8406 Rights and Privacy Act of 1974 (FERPA).

8407 2. If the bullying or harassment incident results in the perpetrator
8408 being charged with a crime, the principal, and/or designee, shall by
8409 telephone or in writing by first class mail, inform parents/legal
8410 guardian of the victim(s) involved in the bullying or harassment
8411 incident about the Unsafe School Choice Option (No Child Left
8412 Behind, Title IX, Part E, Subpart 2, Section 9532) that states "...a
8413 student who becomes a victim of a violent criminal offense, as
8414 determined by State law, while in or on the grounds of a public
8415 elementary school or secondary school that the student attends, be
8416 allowed to attend a safe public elementary school or secondary
8417 school within the local educational agency, including a public
8418 charter school."

8419

8420 B. Immediate notification to the parents/legal guardians of the perpetrator of
8421 an act bullying or harassment.

8422

8423 The principal, or designee, shall promptly report via telephone, personal
8424 conference, and/or in writing, the occurrence of any incident of bullying or
8425 harassment as defined by this policy to the parent or legal guardian of all
8426 students involved on the same day an investigation of the incident(s) has
8427 been initiated. Notification must be consistent with the student privacy
8428 rights under the applicable provisions of the Family Educational Rights and
8429 Privacy Act of 1974 (FERPA).

8430

8431 C. Notification to local agencies where criminal charges may be pursued.

8432 Once the investigation has been completed and it has been determined that
8433 criminal charges may be pursued against the perpetrator, all appropriate
8434 local law enforcement agencies will be notified by telephone and/or in
8435 writing.

8436

8437 IX. Referral of Victims and Perpetrators of Bullying or Harassment for Counseling

8438

8439 When bullying or harassment is suspected or when a bullying or harassment
8440 incident is reported, counseling services shall be made available to the victim(s),
8441 perpetrator(s), and parents/guardians.

8442

8443 A. The teacher or parent/legal guardian may request informal consultation
8444 with school staff (specialty staff, *e.g.*, school counselor, school psychologist,
8445 etc.) to determine the severity of concern and appropriate steps to address
8446 the concern. The involved students' parents or legal guardian may be
8447 included.

8448

8449 B. School personnel or parent/legal guardian may refer a student to the school
8450 intervention team or equivalent school-based team with a problem-solving
8451 focus for consideration of appropriate services. Parent or legal guardian

8452 involvement shall be required when the student is referred to the
8453 intervention team.

8454

8455 C. If a formal discipline report or formal complaint is made, the principal or
8456 designee must refer the student(s) to the school intervention team for
8457 determination of counseling support and interventions. Parent or legal
8458 guardian involvement shall be required.

8459 D. If a formal discipline report or formal complaint is made against an
8460 employee, the principal/designee or district administrator must refer the
8461 employee to the Employee Assistance Program for determination of
8462 appropriate counseling support and/or interventions.

8463

8464 E. A student may be required to obtain counseling and/or attend a recognized
8465 treatment program at parental expense and show proof of completion of
8466 such counseling or program. Such offenses may include, but are not limited
8467 to, substance abuse, threats, intimidation, bullying, harassment, or acts
8468 motivated by hate or bias.

8469

8470 F. An employee component to address intervention and assistance as
8471 determined appropriate by the Employee Assistance Program that
8472 includes, but are not limited to:

8473

8474 ○ Counseling and support to address the needs of the victims of
8475 bullying; and

8476 ○ Research-based counseling/interventions to address the behavior of
8477 the employees who bully others (e.g., empathy training, anger
8478 management).

8479

8480 G. A school-based component to address intervention and assistance shall be
8481 utilized by the intervention team. The intervention team may recommend

- 8482 1. Counseling and support to address the needs of the victims of
8483 bullying or harassment;
8484 2. Research-based counseling or interventions to address the behavior
8485 of the students who bully and harass others, *e.g.*, empathy training,
8486 anger management; and/or
8487 3. Research-based counseling or interventions which includes
8488 assistance and support provided to parents/legal guardians, if
8489 deemed necessary or appropriate.

8490

8491 X. Reporting Incidents of Bullying and Harassment

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8493 A. Incidents of bullying or harassment shall be reported in the school's report
8494 of data concerning school safety and discipline data required under s.
8495 1006.09(6), F.S. The report must include each incident of bullying or
8496 harassment and the resulting consequences, including discipline and
8497 referrals. Cyberbullying incidents shall be included within the bullying
8498 incidents category. The report shall also include, in a separate section,
8499 each reported incident of bullying or harassment that did not meet the
8500 criteria of a prohibited act under this section with recommendations
8501 regarding such incidents.

8502

8503 B. FSUS will utilize Florida's School Environmental Safety Incident Reporting
8504 (SESIR) Statewide Report on School Safety and Discipline Data, which
8505 includes bullying and harassment as incident codes as well as bullying-
8506 related as a related element code.

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1. SESIR Definitions

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- a) Bullying - Systematically and chronically inflicting physical
hurt or psychological distress on one or more students or
employees that is severe or pervasive enough to create an
intimidating, hostile, or offensive environment; or

8512 unreasonably interfere with the individual's school
8513 performance or participation.

8514 b) Harassment – Any threatening, insulting, or dehumanizing
8515 gesture, use of data or computer software, or written,
8516 verbal, or physical conduct that 1) places a student or school
8517 employee in reasonable fear of harm to his or her person or
8518 damage to his or her property, 2) has the effect of
8519 substantially interfering with a student's educational
8520 performance, opportunities, or benefits, or 3) has the effect
8521 of substantially disrupting the orderly operation of a school
8522 including any course of conduct directed at a specific person
8523 that causes substantial emotional distress in such a person
8524 and serves no legitimate purpose.

8525 2. Bullying and/or harassment incidents shall be reported in SESIR
8526 with the bullying (BUL) or harassment (HAR) code.
8527 Unsubstantiated incidents of bullying or harassment shall be coded
8528 UBL or UHR.

8529 3. If the bullying or harassment results in any of the following SESIR
8530 incidents, the incident will be coded appropriately using the relevant
8531 incident code and the bullying-related code. Such incidents are

- 8532 a) Alcohol
- 8533 b) Arson
- 8534 c) Battery
- 8535 d) Breaking and Entering
- 8536 e) Disruption on Campus
- 8537 f) Drug Sale/Distribution Excluding Alcohol
- 8538 g) Drug Use/Possession Excluding Alcohol
- 8539 h) Fighting
- 8540 i) Homicide
- 8541 j) Kidnapping

- 8542 k) Larceny/Theft
- 8543 l) Robbery
- 8544 m) Sexual Battery
- 8545 n) Sexual Harassment
- 8546 o) Sexual Offenses
- 8547 p) Threat/Intimidation
- 8548 q) Trespassing
- 8549 r) Tobacco
- 8550 s) Vandalism
- 8551 t) Weapons Possession
- 8552 u) Other Major (Other major incidents that do not fit within the
- 8553 other definitions)

8554

8555 C. Discipline and referral data shall be recorded in Student
8556 Discipline/Referral Action Report and Automated Student Information
8557 System.

8558

8559 D. FSUS shall provide bullying or harassment incident, discipline, and referral
8560 data to the Florida Department of Education in the format requested,
8561 through Surveys 2, 3 and 5 from Education Information and Accountability
8562 Services, and at designated dates provided by the Department.

8563

8564 E. Data reporting on bullying, harassment, unsubstantiated bullying,
8565 unsubstantiated harassment, sexual harassment and threat/intimidation
8566 incidents as well as any bullying-related incidents that have as a basis sex,
8567 race or disability should include the incident basis. Victims of these offenses
8568 should also have the incident basis (sex, race or disability) noted in their
8569 student record.

8570

8571 XI. Instruction on Identifying, Preventing, and Responding to Bullying or
8572 Harassment.

8573

8574 A. FSUS shall ensure that schools sustain healthy, positive, and safe learning
8575 environments for all students. It is important to change the social climate of
8576 the school and the social norms with regards to bullying or harassment.
8577 This requires the efforts of everyone in the school environment – teachers;
8578 administrators; counselors; school nurses; other non-teaching staff such as
8579 bus drivers, custodians, cafeteria workers; school librarians; parents/legal
8580 guardians; and students.

8581

8582 B. Students, parents/legal guardians, teachers, school administrators,
8583 counseling staff, and school volunteers shall be given instruction at a
8584 minimum on an annual basis on FSUS' Policy and Regulations against
8585 bullying and harassment. The instruction shall include evidence-based
8586 methods of preventing bullying and harassment as well as how to
8587 effectively identify and respond to bullying or harassment in schools.

8588

8589 C. FSUS shall establish a list of programs that provide instruction to students,
8590 parents, teachers, school administrators, counseling staff, and school
8591 volunteers on identifying, preventing, and responding to bullying and
8592 harassment including instruction on recognizing behaviors that lead to
8593 bullying and harassment and taking appropriate preventive action based
8594 on those observations. The list of authorized programs shall be available at
8595 FSUS's student services office and on the FSUS website.

8596

8597 XII. Reporting to a Victim's Parents/Legal Guardians the Actions Taken to Protect
8598 the Victim

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8600 The principal or designee shall by telephone and/or in writing report the
8601 occurrence of any incident of bullying or harassment as defined by this policy to
8602 the parent or legal guardian of all students involved on the same day an
8603 investigation of the incident has been initiated. According to the level of infraction,
8604 parents/legal guardians will be notified by telephone and/or writing of actions
8605 being taken to protect the child; the frequency of notification will depend on the
8606 seriousness of the bullying or harassment incident. Notification must be consistent
8607 with the student privacy rights under the applicable provisions of the Family
8608 Educational Rights and Privacy Act of 1974 (FERPA).

8609

8610 XIII. Publicizing the Policy

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8612 A. At the beginning of each school year, the Director or designee shall, in
8613 writing, inform school staff, parents/legal guardians, or other persons
8614 responsible for the welfare of a student of FSUS' student safety and violence
8615 prevention policy.

8616

8617 B. FSUS shall provide notice to students and staff of this policy through
8618 appropriate references in the *Code of Student Conduct* and employee
8619 handbooks and through other reasonable means.

8620

8621 C. The Director shall also make all contractors contracting with FSUS aware of
8622 this policy.

8623

8624 D. Each school principal shall develop an annual process for discussing the
8625 school district policy on bullying and harassment with students.

8626

8627 E. Reminders of the policy and bullying prevention messages such as posters
8628 and signs will be displayed around each school and on FSUS school buses.

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8631 XIV. Review of Policy

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8634 The Director and appropriate staff shall review this policy at a minimum every
8635 (3) three years. The review should include input from parents, law enforcement,
8636 and other community members. The Director shall take any recommended
8637 changes to the School Board for consideration.

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8640 **STATUTORY AUTHORITY:** 1001.41, 1001.42, F.S.

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8643 **LAW(S) IMPLEMENTED:** 1001.43, 1003.04, 1003.31, 1003.32,
8644 1006.07, 1006.08, 1006.09,
8645 1006.10, 1006.147, F.S.
8646 20 USC 1232g

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HISTORY:

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ADOPTED:

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REVISION DATE(S): Spring 2009; 3/10/15, 4/10/18; 8/10/21

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FORMERLY:

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