



Anti-Bullying Policy

Alexis I du Pont High School
School Name

08/06/2024
Month/Day/Year

A. Definition of Bullying

Bullying is any intentional written, electronic, verbal, or physical act or actions against a student, school volunteer, or school employee that a reasonable person, under the circumstances, should know will have the effect of:

1. Placing a student, school volunteer, or school employee in a reasonable fear of substantial harm to their emotional or physical well-being or substantial damage to their property.
2. Creating a hostile, threatening, humiliating, or abusive educational environment due to the pervasiveness or persistence of actions or due to a power difference between the bully and the target or
3. Interfering with a student having a safe school environment that is necessary to facilitate educational performance, opportunities, or benefits or
4. Perpetuating bullying by inciting, soliciting, or coercing an individual or group to demean, dehumanize, embarrass, or cause emotional, psychological, or physical harm to another student, school volunteer, or school employee.

B. Committee Members

<u>Name</u>	<u>Position</u>
Tyler Downes	Administrator
Shavonne Carter	Administrator
Steve Morris	Administrator
Thomas Tabb	Student Advisor
Antionette Chavis	Student Advisor
Marielle Matthews	School Psychologist
Keisha Vuong	School Psychologist
Laura Fitzgerald	Counselor
Clarence Jarrett	Counselor
Madeleine Reitemeyer	Counselor
To Be Determined	Parent
To Be Determined	Student

C. Give a brief description of the school's Bully Prevention Program.

Our anti-bullying program is fostered through our school-developed MTSS Tier 1 program, "Tiger R.O.A.R." (Respect Class Time, Own Your Education, Appropriately Communicate, Represent Professionalism). These expectations also guide MTSS in modeling, teaching, and reinforcing desired behaviors and reward those behaviors with an item or experience when the behaviors are observed and repeated. The staff are trained in MTSS at the beginning of the school year to assist in successful implementation and fidelity. Throughout the year, information is shared with staff, students, and families. Alexis I. du Pont High School has also agreed to implement strategies as they become available and viable for this building.

- ROAR Expectations
- Tip 411 posters
- Safe Space stickers
- Safe to Say Program
- Bully Boxes
- DOE App - SAMHSA

- Anti-Bullying Training for Staff
- Code of conduct meetings for each grade level at the beginning of the year
- Distribution of Anti-Bullying reporting forms
- Professional Development for Committee and Staff at Building Level

D. Give a brief description of the supervisory procedures in non-classroom areas.

- Teachers are to engage in hall duty between class periods actively.
- Administrators and other staff members are assigned cafeteria duty to ensure safety.
- Administrators and other staff monitor stairwells, hallways, and non-classroom areas.

Administrators and other staff members are assigned radio walkie-talkies to monitor stairwells, hallways, and other non-classroom areas. These devices allow for reviewing and exchanging information in places with limited adult supervision. Over 60 video surveillance cameras are installed inside and outside the building. Administrators and the School Resources Officer use them to monitor these areas and investigate Code of Conduct violations.

- Bathroom Coverage
- Hallway Coverage

E. Reporting Requirements

- Confirmed cases of bullying will be reported to the Administrator(s) promptly.
- The victim, the perpetrator, principal, parent guardians, and DOE will be informed of the situation within the predetermined number of working days

F. Investigative Procedures-What assurances are in place to guarantee the victim is interviewed?

Administration shall promptly investigate promptly and determine whether bullying has occurred, including the following steps:

1. All complaints shall be appropriately investigated and handled consistent with the Code of Conduct and due process requirements.
2. The principal has designated the Student Advisor and the Assistant Principal responsible for responding to bullying complaints.
3. Neither complainant nor witnesses shall be promised confidentiality at the onset of an investigation; however, efforts shall be made to increase the confidence and trust of the person making the complaint. Whenever practical, the investigating person shall make efforts to document the bullying from several sources. Student victims may have a parent or trusted adult with them during any investigatory activities if requested.
4. After receiving notice of the suspected bullying, the designated person shall review the complaint in conjunction with any other related complaints. The designated person shall then take reasonable steps to verify the information and determine whether the information would lead a reasonable person to suspect that a person has been a victim of bullying.
5. The parents of the alleged bully and the alleged victim are notified that an allegation was made and is being investigated.
6. Any allegation of cyberbullying, so long as it substantially impacts the victim's learning environment in school, shall be investigated, and consequences applied in the same fashion as traditional forms of in-school bullying.
7. Once the administrator confirms that a person has been the victim of bullying, the administrator shall take prompt investigatory steps to determine who committed the bullying and whether others played a role in perpetuating it. The administrator shall avoid forewarning the student suspects and shall interview suspects separately and in rapid succession.
8. After identifying those who committed the act or acts of bullying, the administrator shall apply disciplinary action as delineated in the Student Handbook/Code of Conduct. The bully shall be informed that graduating consequences will occur if the bullying continues.
9. The administrator shall keep a written record of the bullying incident and any disciplinary actions taken, as well as a record of any written statements of those committing the bullying, victims, and witnesses. Discussions with all parties shall be documented as soon as possible after the events. The school shall not destroy or discard any material records or evidence while a criminal investigation into or prosecution relating to the incident is ongoing.
10. Two weeks after an incident, a follow-up shall be completed to determine whether the bullying has continued and whether additional consequences are needed. A further follow-up shall occur in two months, regardless of whether new incidents have been reported.
11. Each confirmed incident shall be recorded in e-School.

G. Report to DOE

- The principal or their designee will report confirmed bullying incidents within five working days. According to Department of Education regulations, all confirmed bullying incidents shall be reported to the Department of Education by the principal or their designee.

H. Range of Consequences (Please provide a list.)

Consequences for bullying shall be consistently applied and delivered in a non-hostile manner, as per the Code of Conduct.

Consequences shall take into account such factors as the nature and severity of the behaviors; the degrees of harm; the student's age, size, and personality (including development and maturity level of the parties involved); surrounding circumstances and the context in which the incidents occurred; prior disciplinary history and incidences of past or continuing patterns of behavior; relationships between the parties involved (including any imbalance of power between the perpetrator and victim); and ease of use for staff (within available resources and time constraints).

The appropriate range of consequences for bullying shall be as follows:

1. Removal of positive reinforcers (e.g., time-out, loss of a privilege)
2. Use of negative or unpleasant stimuli, which may include:
 - Rebuke or verbal reprimand specifying what is not acceptable and the consequences if repeated
 - Notice to parents/guardians
 - Serious talk with school staff members, with or without parents/guardians present
 - Supervised break times
 - Reassignment of seats in class, lunch, or on the bus
 - Behavioral report cards sent home or creation of a behavior contract
 - Detention
 - In-school suspension
 - Out-of-school suspension
 - Removal of privilege to enter certain areas of the school/ campus
 - Reassignment of classes
 - Referral to an external agency
 - Reassignment to another school/ mode of transportation
 - Expulsion
 - Parent Conference
 - Discipline Probation
 - Recommendation for Due Process for Expulsion
 - Restitution
 - School/Outside Agency/ Counseling
 - OSS
 - Exclusion
 - Possible Police Charges

I. Procedures for students or caregivers to provide information on bullying activity. (Provide the process for submitting information to school administration.)

The procedures for a student and parent, guardian, relative caregiver, or legal guardian to provide information on bullying activity shall be as follows:

1. If a child complains of bullying while it is happening, the staff member shall respond quickly and firmly to intervene, if safety permits, if the situation appears to that staff member to involve bullying or actual fighting.
2. If a child desires to discuss a personal bullying incident with a staff member, the staff member shall try to provide the child with a practical, safe, private, and age-appropriate method.
3. A letter box shall be placed in places the Coordinating Committee selects (Guidance, Library, Main Office, & Nurse's Office, Wellness Center) so that students who cannot talk to staff can have a point of contact. Information found in the box shall be treated with care, and a staff member or other members shall be designated responsible for this information. Blank "Bullying: Request for Support" forms shall be available to all students but not required for a report.
4. Written complaints shall be reasonably specific as to actions giving rise to the complaint and should include information as to:
 - Conduct involved
 - Persons involved, designated bully, target, and bystanders' roles

- Time and place of the conduct alleged, number of incidents
 - Names of potential student or staff witnesses
 - Any actions taken in response
5. Short, easy-to-use complaint forms shall be provided.
 6. A system shall be established whereby students can submit anonymous complaints of bullying to which only designated persons will have access.
 7. Anyone may report bullying, and a report may be made to any staff member. Staff members should encourage that reports of bullying be made in writing.
 8. The principal has designated the Student Advisor and the Assistant Principal responsible for responding to bullying complaints.
 9. Every identified complainant who files a written complaint with a staff member shall receive a written explanation of results to the extent that it is legally allowed and shall be allowed to inform the designated person whether or not the outcome was satisfactory. Easy-to-use follow-up forms shall be made available.
 10. Every substantiated and unsubstantiated bullying incident is recorded in e-School within five business days. This provides a central record for designated staff to read. This record shall indicate patterns that may emerge of both bullies and victims.

Formal disciplinary action solely based on an anonymous report shall not be permitted. Independent verification of the anonymous report shall be necessary for any disciplinary action to be applied.

- Parents, staff, and students will report the alleged incident to the school administration or anonymously using the Anti-Bullying form.
- The victim's assistant principal will be notified and take over the case.
- The reporting can be done by email, phone call, written statement, or in person.
- The assistant principal will notify the victim's and bullies' caregivers of an investigation.

J. Notification of caregiver of bullies and targets.

- The assistant principal or student designee will notify the victim's caregiver of an investigation.
- The assistant principal will notify the bullies' caregiver of the confirmed bullying activities.

K. Procedures for communication between school staff members, mental health, and health professionals.

The following procedures for communication between school staff members and medical professionals who are involved in treating students for bullying issues shall be followed:

1. Release of information forms to pediatricians and/or primary care physicians and mental health professionals shall be signed by the parent, guardian, relative caregiver, or legal guardian so that the professional can communicate with school personnel regarding any treatment of a child. Releases shall be signed at school and at the physician or mental health professional's office before communication occurs according to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and Family Educational Rights and Privacy Act (FERPA) guidelines.
2. If a parent refuses to sign a release form at school, the school shall review this policy with him/her and explain why the release would be advantageous to his/her child.
3. After confirmation that a child has been involved in a bullying incident, if the administrator's designee recommends a mental health evaluation be completed, the school may:
 - Require that return to school be contingent upon the clinical evaluation, which will provide recommendations and a treatment plan if identified as appropriate.
 - Require that the student remains in in-school suspension and that return to a regular class schedule will be contingent upon the clinical evaluation, which will provide recommendations and a treatment plan if identified as appropriate.
4. Before returning to school or the general population, a summary of this evaluation shall be shared at a meeting with the student, his/her parent/guardian, and the school administrator's designee.

L. Implement all year.

- This policy is enforced during the entire school year, which includes school functions that occur during the school day and after regular school hours. (Sporting events, club meetings, field trips, and all school-related functions).
- Named school committee members participate in ongoing professional development for preventive strategies.
- The Committee meets at least four times yearly as part of the MTSS regulations and requirements. During that time, climate data is reviewed with committee members to determine and discuss future courses of action.

M. Notify the District Office of compliance. (Send a letter to the Director of District & School Services)

- The principal will notify the district and School services director for compliance.

N. Staff trained by December 1st of each year according to state regulations.

- The *School Bullying Prevention and Criminal Youth Gang Detection Training Log Template* will be completed and sent to the District & School Services Director.

O. Policy Submitted to the Director of Operations and Supervisor of Public Safety

This Anti-Bullying Policy will be submitted to Director of Secondary Operations Mark Pruitt and Supervisor of Public Safety AJ Nowell by September 1, 2023.

P. Policy is Printed in Parents and/or Student Handbook

This Anti-Bullying Policy is printed in the Students and Families Handbook and distributed to all students at the start of the school year.

Q. State of Delaware Bullying Information

Bullying Hotline: 1-800-220-5414

Bullying among children and adolescents is a worldwide problem, and children in Delaware are not immune. To combat the adverse effects of bullying, Delaware has a school bullying prevention law that requires public schools in the state to adopt policies to address the issue. In 2012, a cyberbullying regulation was added by the DDOE so that schools can also address both on and off-campus instances of electronic bullying that are reasonably likely to limit a student's ability to participate in or benefit from the school's educational programs. The DDOE randomly audits schools yearly for compliance with our state law and regulations on bullying and cyberbullying. The Annual Report on Bullying in Delaware Public Schools includes the results.

The Delaware Department of Justice also has a School Ombudsman who can assist with bullying issues. The hotline number is 1-800-220-5414. The bullying resources on this site can help students, parents, and school personnel better understand the processes and programs for effectively addressing bullying within the school environment.

Principal's Signature

Date Submitted

NAME _____ DATE _____

NAME OF ALLEGED BULLY _____

TIME AND PLACE OF ALLEGED INCIDENT _____

WHO DID YOU TELL AT THE SCHOOL

Alexis I. du Pont HIGH SCHOOL ANTI-BULLYING STATEMENT

Alexis I. du Pont High School is committed to preventing all types of bullying within its school. A school-wide bullying program has been created that prohibits the bullying of any person through any means on school property and at school functions. Retaliation against a target, witness, or anyone who has provided information about a bullying incident will not be tolerated. Students, if you believe that you have been a victim of bullying or know of another student being bullied, please speak to an administrator or a staff member about the situation. Staff members, if you are aware of a bullying situation, please inform an administrator of the alleged victim and bully. It is the responsibility of everyone at Alexis I. du Pont High School, both students and staff members, to do their part in preventing bullying in our school. Please help us make our school a better and safer place.

The Bullying Committee