Anti-Bullying Policy

Richey Elementary School
8/7/2024

Definition of Bullying: 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 reasonable fear of substantial harm to his or her emotional or physical well-being or substantial damage to his or her property; or 2. Creating a hostile, threatening, humiliating, or abusive educational environment due to the pervasiveness or persistence of actions or due to a power differential 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.

A. Committee Members:

Gregg Johnson	Principal gregg.johnson@redclay.k12.de.us
Michelle Burrows	Assistant Principal Michelle.Burrows@redclay.k12.de.us
Soltys Angela	Psychologist Angela.Soltys@redclay.k12.de.us

Michael Bank	Guidance Michael.Bank@redclay.k12.de.us
Donna O'Connor	Nurse donnal.oconnor@redclay.k12.de.us
Jaclyn Durant	FCT Jaclyn.Durant@redclay.k12.de.us

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

Our anti-bullying program is fostered through our school-developed program called "P.A.W.S Pride". We adopted the definition of a bully from the Red Clay Student Code of Conduct. This definition will be reviewed with students, along with MTSS expectations (PAWS Pride) during the first two weeks of school (2021) and each staff member will reiterate lessons during Morning Meetings/Closing Circle as appropriate. Lessons will be taught at specific intervals during the school year and are referenced on our master calendar. Additionally, the Second Step Social Emotional Curriculum will be utilized to reinforce self-regulation skills. During the teaching opportunities, students will be reminded of social skills, and acceptable behavior and will be encouraged and rewarded

with PAWS tickets. Students with behavior difficulties will meet individually and in a small group with the school counselor or school psychologist. Staff members who observe bullying behavior will report it immediately to the office/administrative via DSC. An administrator will transfer the necessary information in Eschool. The situation will be investigated. The parents of all students involved will be notified. Disciplinary actions and comments will be added in DSC. Richey staff will receive ongoing support from the MTSS committee.

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

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

E. Reporting Requirement:

As noted in the Red Clay Code of Conduct:

1. The teacher should immediately report to the designated administrator in writing. (DSC-RAP)
2. The parent(s) should be contacted/conference
3. The police should be contacted if the administration deems it necessary
4. Bullying practices should be recorded in the eschool state reporting system.

All allegations of bullying will be reported to DOE within 5 business days and substantiated

cases will be reported to DOE within 5 business days.

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

Richey has a "Bully Box." for students who do not have a safe adult at home or school. They can share the details of the concern using a school-developed form and placing it in the "box". The box will be in the counselor's classroom and will be accessed daily by the counselor, school interventionist, and or administration. Additionally, students may send texts (4-1-1) which will be received by the district safety and security officer and relayed back to the school administration/interventionist/counselors to alert them of a situation.

The administrators/interventionist will assess the situation and interview the victim as well as other student witnesses for further detail if necessary. The "bully" will then be given due process and the opportunity to share his/her written point of view regarding the incident. The

administrators/interventionist will determine if administrative action should be taken moving the situation to the next "level" or if mediation/counseling is the appropriate mode of intervention. If bullying is substantiated, bullying practices will be coded in the eschool state reporting system by the administration. Follow up regarding the incident will be placed in eschool (outcome).

If a student shares information with his/her in school "safe adult", that adult should contact an administrator, the school interventionist or guidance counselor for further investigation and use DSC-RAP system for accurate record keeping/reporting. The receiving school personnel will then interview the victim for further details/clarity of the situation in order to determine appropriate action. Any report of bullying, whether substantiated or not, should be recorded in the eschool state reporting system.)

If the student shares information with his/her parent/guardian, the parent/guardian is asked to contact school personnel. The receiving school personnel person will then interview the victim for further details/clarity of the situation in order to determine appropriate action. (Noting the parent reporting in DSC/RAP, and should be recorded in the eschool state reporting system.)

Both the parents of the alleged bully and the parents of the alleged victim are both to be notified that an allegation was made and that it is being investigated. All students involved with be referred to the guidance counselor/school psychologist to determine problem solving strategies to ensure there is not a repeated episode of bullying.

G. Report to DOE: The principal or his/her designee will report allegations as well as confirmed bullying incidents within five working days.

H. Range of Consequences:

As noted in the Red Clay Code of Conduct

1. Reprimand
2. Removal from class
3. Behavioral Contract
4. Detention
5. Parent Contact/Conference
6. Disciplinary Probation
7. In School Alternative

8. Recommendation for Process to Determine Appropriate Disciplinary Action

9. Restitution/Restoration

10. School/Agency Counseling

11. Suspension

I. Procedures for student or caregiver to provide information on bullying activity:
(Provide the process to submit information to school administration.)

1. The concern can initially be verbally shared by the victim to an administrator, counselor, school interventionist, any staff member or parent/guardian.
2. The reporting staff member is required to share a written narrative describing the incident/concern/interaction (bully form for student/RAP for staff).
3. The reporting parent/guardian is asked to contact school personnel (guidance counselor, interventionist, teacher or administration)
4. Students may also opt to share a narrative in the "bully box".
5. The "box" is assessed daily by identified staff members.
6. The target and aggressor will be separately be interviewed by an identified staff member along with witnesses if any.
7. Students may be asked to write their account of the situation in order to provide clear facts.
8. Appropriate action will be determined after a full school level investigation.
9. The child's caregiver will be notified regarding the allegation.

J. Notification of caregiver of bullies and targets:

Parents/guardians will be contacted the day the students are interviewed by school level personnel regarding the bullying incident. The method of notification may vary based on the severity of bullying and the role particular students played in the incident. Notification can be by way of email, written notice, and telephone and or parent conference

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

The guidance counselor, school psychologist, Family Crisis Therapist, school social worker, and or school nurse will play a significant role in communicating with outside agencies, health professionals, and staff members. She/he will act as a point of contact in this area.

L. Implement all year:

Ongoing discussions with students with assemblies, classroom conversations, and small group interventions as needed.

M. Notify District Office of compliance: Send letter to Director of District & School Services

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 has been completed and sent to the Director of District & School Services. (To be sent at the end of the first teacher week.)

O. Policy submitted to the Director of District & School Services.

P. Policy is printed in Parent and/or Student Handbook.

Q. Procedures for handling Cyber Bullying:

Cyberbullying means the use of uninvited and unwelcome electronic communication directed at an identifiable student or group of students, through means other than face-to-face interaction which (1) interferes with a student's physical well-being; or (2) is threatening or intimidating; or (3) is so severe, persistent, or pervasive that it is reasonably likely to limit a student's ability to participate in or benefit from the educational

programs of the school district. Communication shall be considered to be directed at an identifiable student or group of students if it is sent directly to that student or group, or posted in a medium that the speaker knows is likely to be available to a broad audience within the school community. Whether speech constitutes cyberbullying will be determined from the standpoint of a reasonable student of the same grade and other circumstances as the victim. The place of origin of speech otherwise constituting cyberbullying is not material to whether it is considered cyberbullying under this policy, nor is the use of school or district materials.

Any allegation of cyberbullying, so long as it has a substantial impact on the schools learning environment for the victim, shall be investigated and consequences applied in the same fashion as traditional forms of in school bullying.

R. Signed Compliance Assurance page to DDOE (see attached):

S. Procedure for Parent/Guardian to provide information to School Administration:

Parents can email, call, send in a note, or speak in person to administrators about possible bullying situations. Once the parent has reported the issue, administrators will begin to investigate and the parents will be contacted at the conclusion of the investigation regarding the outcome and if it was a substantiated bullying situation.



Principal's Signature Date Submitted