

Bullying and Other Unlawful Harassment

1. Reporting Procedures

- The Executive Director will identify a staff person responsible for receiving reports of and documenting alleged bullying and publicize that information as set forth below.
- The staff person responsible for receiving reports of bullying will document and investigate each alleged incident and report to the building administrator.
- Annually, the Executive Director or their designee will compile a report to be incorporated into EASTERN's safety report to the Pennsylvania Department of Education.

2. Disciplinary Consequences

Disciplinary consequences will be based on the seriousness and repetitiveness of the behavior and may include the following:

- Parent conference;
- Loss of privileges, including limitations on participation in extracurricular activities;
- External suspension;
- Risk assessment; and
- Police contact.

3. Complaint Procedure

- Reporting
 - A student, staff member or other person shall report a complaint of harassment or bullying, orally or in writing, to the Executive Director or a designated employee, who shall inform the student of his/her rights and of the complaint process. An EASTERN employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the Executive Director.
 - Where there is harassment and/or bullying that includes a threat to the health or safety of another, A student, staff member or other person shall report a complaint of harassment or bullying, using the Safe2Say program. Options for reporting include using the Safe2Say app or calling 844-SAFE2SAY.
 - The Executive Director or their designee shall conduct an impartial, thorough and confidential investigation of the alleged harassment.
 - In determining whether alleged conduct constitutes harassment, the totality of the circumstances, nature of the conduct and context in which the alleged conduct occurred shall be investigated.
 - The Executive Director or their designee shall prepare a written report summarizing the investigation and recommending disposition of the complaint. Copies of the report shall be provided to the complainant, the accused, the Executive Director, the student's High School Principal and

others directly involved, as appropriate and permissible with respect to the privacy rights of the accused.

- If the investigation results in a substantiated charge of harassment or bullying, the Executive Director or designee shall take prompt corrective action in an attempt to ensure the harassment or bullying ceases and will not recur.

- Confidentiality

The complaint, and identity of the complainant and alleged harasser, will be disclosed only to the extent necessary to fully investigate the complaint and only when such disclosure is permitted by law.

Furthermore, a complainant who wishes to remain anonymous shall be advised that such confidentiality may limit the EASTERN's ability to fully respond to the complaint.

- Outcome of Investigation

A substantiated charge against an EASTERN student shall subject such student to disciplinary action, consistent with the student discipline code, and may include educational activities and/or counseling services related to unlawful harassment or bullying.

If it is concluded that a student has made false accusations, such student shall be subject to disciplinary action, consistent with the student discipline code.

4. Appeal Procedure

If the complainant or accused is not satisfied with the decision of the Executive Director's designee, s/he may file a written appeal to the Executive Director.

5. Publicity

- These Bullying Procedures and the definition of bullying set forth in this Regulation as Attachment A will be posted on a publicly accessible page of EASTERN's website.
- Within 90 days of the effective date of this regulation, EASTERN will introduce this policy to its students and explain the procedures for reporting bullying incidents.
- Once each school year, EASTERN will review with its students these Bullying Procedures.
- The Executive Director or designee will ensure that these Bullying Procedures and the definition of bullying set forth in this Regulation is posted in each classroom and in a prominent location within the school building.

6. Review of Bullying Procedures

The Executive Director or designee, in cooperation with other appropriate administrators, shall review these Bullying Procedures every three (3) years and recommend necessary revisions to the Board.

Reviewed: 6/21/17

Reviewed: 3/13/19

Reviewed: 4/13/22

Reviewed: 3/12/25