



ANTI-BULLYING, ANTI-HARASSMENT & NON-DISCRIMINATION POLICY

City High School's culture demonstrates respect for the viewpoints of every member of the school community and does not allow discrimination, harassment, intimidation, and bullying. We strive to sustain a healthy, safe, and proactive environment for all students. **We prohibit any discrimination, harassment, intimidation, and bullying behavior or action based on a protected classification such as race, color, religion, gender identity, sex, veteran status, disability, national origin, and age.** Therefore, understanding the nature of bullying and its implications, as well as discussing strategies to instill an atmosphere of tolerance and respect, is part of our student culture, curriculum, and our Advisory Program.

This policy applies to students enrolled at City High School and their engagement on any online platform and behavior on and off-campus. Students are encouraged to report all incidents of bullying, discrimination, and harassment between students, regardless of where it occurred.

Reporting and Investigating Incidents of Harassment, Discrimination, and Bullying

The first step toward ensuring that incidents are fully understood and investigated begins with professional development. City High staff participate in ongoing professional development related to understanding the antecedent to bullying/discrimination/harassment. They learn how to create and support a conscious and responsible school culture, as well as how to intervene when they witness incidents of bullying/discrimination/harassment or its immediate aftermath.

- A. **What should I report?** Students, parents/guardians, staff, and CHS community members should report incidents of any experience listed above.
- B. **How should it be reported?** It is vital that students, parents/guardians, staff, and CHS community members have a transparent process for reporting these incidents and are free to report without fear of reprisal. To ensure that reports contain all the information necessary for appropriate resolution of the incident, City High School uses a standard **Incident Report form**.

Incidents may be reported orally to any staff member, but when this occurs, the person hearing the report should fill out an incident form before the end of the work day. All reported incidents should be referred to the appropriate administrator by the end of the school day.

The Incident Report Form will ask for information relating who did what to whom, when, and where it happened, and what other people witnessed the incident. Incident Report

Forms are available at the front desk and also on the City High website. You can access this form at the front desk or online on each school's website in the Student Life section under Student Files.

These incidents will not be anonymous. However, the identity of the person making the report will be confidential if that is possible and desired.

- C. **What is the process for an investigation?** The appropriate administrator will investigate the incident by speaking with the major parties and identified witnesses. When it is reasonably clear what has happened, the administrator may proceed with consequences. If there is conflicting information, the administrator will confer with other staff to see if they can come to a consensus regarding what occurred. If so, they may proceed with consequences. If there is no consensus regarding what happened, the students involved may be brought together to discuss the incident. Parents/Guardians may be invited to this meeting or consulted if it appears that they can yield additional information.
- D. **What is the process for documentation?** Reports are made in written form, using an Incident Report Form (available in the front office and online on the school's website-- see question B) or orally with a written follow up from the individual making the report. All accountability related to the resolution is documented. Note: this information might not be made available to all parties due to privacy concerns.
- E. **What is the disciplinary procedure?** Harassment, discrimination, and bullying are all considered severe infractions at City High School. Students with these severe infractions
- F. may face suspension and a threat analysis to determine the need for a judiciary that may result in a longer suspension or expulsion. The goal of any disciplinary action shall be:
- To make sure the behavior stops
 - To make sure that all the individuals involved are held accountable and take preventative measures in the future
 - To restore the damage done to the individuals and the school community
 - When appropriate, to provide the perpetrator(s) with the skills and counseling to help them change their behavior and express their opinions, feelings, and needs in a positive way
- G. **What is the disciplinary procedure for false reporting?** Purposefully making a false report of an incident of harassment, discrimination, or bullying will be considered a severe infraction in the City High School Student Handbook. A report made in good faith is not punished, even if the investigation cannot confirm that bullying occurred.

The Anti-Bullying, Anti-Harrassment & Non-Discrimination Policy prohibits the following:

Bullying: unwanted aggressive (physical, verbal, relational, or damage to property) behavior; observed or perceived power imbalance; or repetition of actions or high likelihood of recurrence. Here are some examples:

- Direct: bullying that occurs in the presence of a targeted youth such as teasing, inappropriate comments, leaving someone out on purpose, inappropriate gestures, taking/breaking someone's things, etc
- Indirect: bullying not directly communicated to a targeted youth such as spreading rumors, embarrassing someone, mocking or making fun of someone, estranging someone.

Cyberbullying: bullying that takes place over digital devices like cell phones, computers, and tablets. Cyberbullying can occur through text, apps, social media platforms, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes obtaining, sending, liking, posting, or sharing negative, harmful, false, or mean content, personal/private information about someone else.

Harassment: uninvited and unwelcome behavior that annoys, troubles, attacks, or bothers somebody.

Sexual Harassment: uninvited and unwelcome behavior of a sexual nature

Intimidation: the use of fear to persuade someone to do something or dissuade somebody from doing something

Discrimination: behavior or actions, usually harmful, towards an individual or group of people based solely on an individual's social group or social identity.

Prejudice: unjustified or incorrect attitude towards an individual or group of people based solely on an individual's social group or social identity

- Covert: the form of microaggressions, which are subtle and often unconscious actions which communicate hostility and devalue members of a social group
- Overt: verbal abuse and physical violence which openly communicates hostility and devalues members of a social group

Retaliation: an adverse action against an individual for engaging or reporting any of the above behaviors.