

UPPER BUCKS COUNTY TECHNICAL SCHOOL

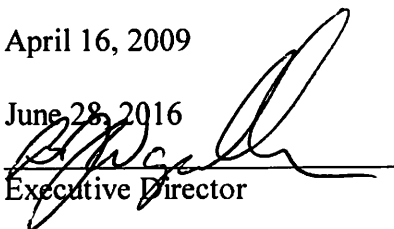
SECTION: PUPILS

TITLE: BULLYING/CYBERBULLYING

ADOPTED: April 16, 2009

REVIEWED: June 28, 2016

BY:



Executive Director

249. BULLYING/CYBERBULLYING	
<p>1. Purpose Pol. 248</p>	<p>The Joint Operating Committee is committed to providing all students with a safe, healthy, and civil school environment in which all members of the school community are treated with mutual respect, tolerance, and dignity. To that end, the career and technical school has in place policies, procedures, and practices that are designed to reduce and eliminate bullying and harassment when they occur.</p>
<p>2. Authority</p> <p>SC 510, 1303.1-A Title 22 Sec. 12.3 Pol. 218</p>	<p>This policy is in effect while students are on property within jurisdiction of the career and technical school; while on school/district-contracted or school/district-operated vehicles; and while attending or engaged in school/district-sponsored activities. Students who file a bullying complaint or who have assisted or participated in any manner in a bullying investigation may not be retaliated against.</p> <p>Any violation of this policy shall be considered an infraction of the Code of Conduct, with discipline implemented accordingly. All bullying behavior that is a violation of the PA Crimes Code will be reported to the appropriate legal authorities.</p> <p>The Joint Operating Committee encourages students who have been bullied to promptly report such incidents to the building principal or designee.</p>
<p>3. Definitions SC 1303.1-A</p>	<p>Bullying shall mean an intentional electronic, written, verbal or physical act, or series of acts:</p> <ol style="list-style-type: none"> 1. Directed at another student or students. 2. Which occurs in a school setting. 3. That is severe, persistent or pervasive. 4. That has the effect of doing any of the following: <ol style="list-style-type: none"> a. Substantially interfering with a student's education. b. Creating a threatening environment.

<p>SC 1303.1-A</p> <p>4. Delegation of Responsibility SC 1302-A, 1303.1-A</p> <p>Pol. 218, 233</p> <p>SC 1303.1-A</p>	<p>c. Substantially disrupting the orderly operation of the school.</p> <p>School setting shall mean in the school/district, on school/district grounds, in school/district vehicles, at a designated bus stop, or at any activity sponsored, supervised, or sanctioned by the school/district.</p> <p>Bullying, as defined in this policy, includes cyberbullying.</p> <p>The Administrative Director or designee shall develop administrative procedures to increase the awareness of the problems associated with bullying (i.e., a bullying awareness program) and shall develop procedures for the prompt investigation of and correction action for bullying when verified.</p> <p>This policy shall be implemented through the cooperative efforts of the Administrative Director, building administrators, school staff members, parents/guardians, regional police and state police and the sending district community.</p> <p>Each staff member shall be responsible for maintaining an educational environment free from bullying. Staff members who observe or become aware of an act of bullying shall take immediate, appropriate steps to intervene unless the intervention would be a threat to staff members' safety. In that case, or if the bullying persists, s/he shall report the bullying to the school administrator for further investigation. This investigation may include interviews with students, parents/guardians, and school staff; review of school records; and any other appropriate means of investigation.</p> <p>Each student shall be responsible in respecting the rights of his/her fellow students, to ensure the rights of his/her fellow students, and to ensure an atmosphere free from all forms of bullying.</p> <p>The Joint Operating Committee expects that students and parents/guardians who become aware of an act of bullying shall report it to a school official/administrator for further investigation. Any student who retaliates against another person for reporting bullying, intimidation and/or physical assault shall be subject to further disciplinary action.</p> <p>Students shall be informed about the policy on the technical school's publicly accessible Internet web site, and in every classroom. The policy shall be posted at a prominent location within the school. The career and technical school's administrative staff shall ensure that the policy and procedures for reporting bullying incidents are reviewed with students within ninety (90) days after the adoption of this policy and thereafter at least once each school year.</p>
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<p>SC 1303.1-A</p>	<p>The Administrative Director or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Joint Operating Committee.</p>
<p>SC 1303.1-A</p>	<p>The career and technical school staff shall annually provide the following information with the Safe School Report:</p> <ol style="list-style-type: none"> 1. Joint Operating Committee Bullying Policy. 2. Report of bullying incidents. 3. Information on the development and implementation of any bullying prevention, intervention or education programs.
<p>5. Guidelines SC 1303.1-A Title 22 Sec. 12.3 Pol. 218</p>	<p>The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.</p> <p>This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each building and on the career and technical school web site, if available.</p> <p><u>Preventive Measures</u></p> <p>A copy of this policy will be included in the student handbooks annually. The anti-bullying program will be introduced and integrated into the general curriculum. Teachers, counselors, specialists, and school administrators will routinely discuss bullying with students and will provide appropriate examples to assist students with recognizing, identifying, and reporting bullying incidents. All students shall be informed that bullying will not be tolerated in any form. All students shall be encouraged to report any bullying regardless of whether they are the victim or an observer.</p> <p>When an investigation substantiates that bullying has occurred, an administrative staff member shall inform staff who work with the offending student and the victim about the bullying so that those staff can more closely monitor for future incidents of bullying. The primary purpose of such action is to protect the victim and deter such behavior in the future. The disciplinary action imposed on the offender will match the severity of the offense.</p>

<p>SC 1303.1-A Pol. 218, 233</p>	<p><u>Reporting Procedures</u></p> <p><i>Victims –</i></p> <p>All students who believe they have been the victim of bullying shall promptly report the bullying incident to a teacher, counselor, or administrator.</p> <p><i>Parents/Guardians –</i></p> <p>All parents/guardians who become aware of any bullying are encouraged to report the bullying incident(s) to an administrator.</p> <p><i>Witnesses –</i></p> <p>All students who witness bullying shall immediately report the bullying incident(s) to a teacher, counselor, or administrator. Any teacher, counselor or administrator who witnesses bullying shall immediately intervene and take appropriate action to stop the bullying.</p> <p><i>Teachers/Counselors –</i></p> <p>Any teacher/counselor who witnesses bullying or receives a report of bullying shall document such incident and promptly investigate the matter. Administrators shall seek to discuss the bullying incident(s) with the victim in a place where the victim feels secure. The initial discussion with the victim shall not take place in the presence of the offending student(s). If more than one (1) student is involved in perpetrating the bullying, the administrator shall talk to each of the offending students separately. After the investigation has been completed, an administrative staff member shall take appropriate actions consistent with this policy.</p> <p><u>Disciplinary And Other Action</u></p> <p>A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:</p> <ol style="list-style-type: none">1. Counseling within the career and technical school.2. Parental conference.3. Loss of school privileges.4. Temporary restriction as determined by the technical school administrative staff.
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<p>Pol. 218, 233</p>	<ol style="list-style-type: none"> 5. Exclusion from career and technical school-sponsored activities. 6. Detention. 7. Suspension. 8. Expulsion, in conjunction with the sending district. 9. Counseling/Therapy outside of school. 10. Referral to law enforcement officials. <p>If an investigation substantiates that bullying has occurred, a written record of the incident shall be placed in the file of the offending students(s). The career and technical school recognizes that parents/guardians can play an important role in educating their children and preventing bullying. Accordingly, the parents/guardians of each offending student shall be informed of any bullying incidents involving their child. Parents/Guardians of the offending students will be encouraged to attend one (1) or more conferences with an administrator to review the bullying behavior and cooperative strategies for correcting it. An administrative staff member or designee shall also inform the victim’s parents/guardians of any and all bullying incidents involving their child.</p> <p>Disciplinary action shall be in accordance with the Joint Operating Committee approved Code of Student Conduct. Depending on the severity of the offense, the disciplinary action for bullying may include loss of privileges, removal from class, and suspensions. Expulsions if warranted, shall be in accordance with sending district’s policies governing such behavior. If the investigation has determined that the conduct rises to the level of a crime, disciplinary action may also include referral to law enforcement officials. In addition to imposing any disciplinary action, an administrative staff member will discuss the bullying behavior with the offending student and the parent/guardian and review why the behavior is inappropriate.</p> <p>In some circumstances, mediation may be used as a viable alternative or in addition to disciplinary action when addressing a first offense of bullying. An administrative staff member shall consider the nature and sensitivity of the offense in determining whether mediation is appropriate. Mediation shall not be used without the consent of the victim and their parent/guardian, or where an administrative staff member has a concern about retaliation being perpetrated against the victim. Victims shall not be pressured into participating in mediation. The Upper Bucks County Area Vocational Technical School Joint Operating Committee recognizes that a severe imbalance exists between the victim and the bully and that this imbalance can make mediation an intimidating situation for the victim.</p>
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<p>Pol. 247, 248</p>	<p>All incidents of confirmed bullying, including those that are mediated, shall be recorded in writing and placed in the offending student's discipline file.</p> <p>The penalties and prohibitions in this policy are in addition to, and do not replace or supersede, any related provisions in the sending district's policy prohibiting conduct such as harassment, violence, assault, and hazing.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510, 1302-A, 1303.1-A</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.3</p> <p>Joint Operating Committee Policy – 218, 233, 236, 247, 248</p>
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