

BUSD Anti-Bullying Protocol: STUDENT



- ✓ **Mean** is purposefully saying or doing something to hurt someone ONCE.
- ✓ **Rude** is inadvertently saying or doing something that hurts someone else.
- ✓ **Bullying** is intentionally aggressive behavior, REPEATED over time, which involves an imbalance of power.

In order to be considered bullying, the behavior must be aggressive and include:

- **An Imbalance of Power:** Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.
- **Repetition:** Bullying behaviors happen more than once or have the potential to happen more than once.

Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

REPORTING: Bullying Incident Reporting

If you or another person is being bullied, **YOU** need to let someone know!

A bullying report form will be available in all classrooms, lunch areas, school offices and school website. This form will identify what, where, when, why and how the bullying took place. Please complete the form and give to an adult or put the form in the anonymous box located in the counselors or deans office.

In addition to the bullying incident form, there are a variety of choices for safely reporting bullying:

1. In person – tell your teacher, counselor, principal, parent or a friend
2. Peer/UpStander – Don't just stand by and watch someone get bullied REPORT IT!
3. WeTip 1-800-78-CRIME or wetip.com
4. KSS Alert – email, text (TBA)



APPENDIX SIX

Notice of NON-DISCRIMINATION

Under Title II, Title VI, Title IX, Section 504 and the Age Discrimination Act

As per board policies, adopted March 13, 2014, employees, students, and parents of elementary and secondary school students, applicants for employment, and all unions or professional organizations holding collective bargaining or professional agreements with the Banning Unified School District (BUSD), are hereby notified that BUSD does not discriminate on the basis of race, color, national origin, sex, sexual orientation, disability, age or treatment of its employees and students in its educational programs and activities and provides equal access to all educational programs, activities, sports and facilities. BUSD's non-discrimination policies protect all students and employees from discrimination in all aspects of our educational programs and activities.

Discrimination that Violates Title IX:

1. *Sexual Harassment/Sexual Violence (student to student), (staff to staff), (staff to student), (student to staff)*
2. *Race Discrimination (Including racial slurs)*
3. *Gender Discrimination (Including gay slurs)*
4. *Pregnancy Discrimination (Including failure to provide lactation accommodations)*
5. *Unequal Distribution of Athletic Funds (Including unequal participation in sports programs)*
6. *Bullying (Including discipline issues that violate non-discrimination policies)*
7. *Discrimination based on Disability (Including temporary disability)*
8. *Harassment (Including hostile work environment)*
9. *Marital or Family Status*
10. *Discrimination in Employment*
11. *Unequal Pay (Including discrimination in employment)*
12. *Unequal opportunities to participate in Career Technical Education*
13. *Unequal opportunities to participate in Adult Education*

The Title IX Equity Coordinator will work closely with school Administrators, Counselors, Athletic Directors, Human Resources, Special Education Director, Curriculum, Instruction and Assessment Director, advocates and legal counsel. Any person having inquiries concerning The Banning Unified School District's compliance with the regulations implementing Title II, Title VI and Title IX or compliance with the regulations implementing Section 504 or age discrimination is directed to contact the Title IX

Coordinator: Dr. Janet A. Gray
161 W. Williams Street, Banning, CA. 92220
951-922-0200

This employee has been designated to coordinate BUSD's efforts to comply with the regulations implementing Title II, Title VI, Title IX, section 504, and age discrimination.

For further information on notice of discrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area, or call 1-800-421-3481.

Board Policies on Non-Discrimination (cf. 200-262.4, 4030-4033, 4119.11/4216.11/4319.11, 4161.8/4261.8/4361.8, 48985, 51007, 5131.2, 5145.3, 5145.7, 5146, 6020, 6145.2, 6163.2, 6164.4, 6164.6, 6178, 6200, 7110, 7111, 9320, and 9322).

APPENDIX TWELVE

BUSD Elementary Student Bullying Incident Report Form

I. BACKGROUND INFORMATION

Name: _____ ID# _____ Grade: _____ Date: _____

Please check your role in the situation:

I am being Bullied	I am a Witness (UpStander)	I am the Parent
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Please check the bullying behaviors that you saw or experienced:

Stealing or damaging someone property	Hurtful teasing	Spitting
Hurtful name-calling	Tripping	Hitting or punching
Put down remarks	Pushing	Slapping
Spreading lies / rumors	Grabbing	Slamming with shoulder
Being left out of activity/game	Pinching	Kicking
Sending mean notes	Threats	Phone/social media
Other: _____		

Please check where the bullying behaviors have been happening:

Bathroom	Hallway	Classroom
Cafeteria	Bus stop	On the bus
Walking to school	Walking home from school	Playground
Other: _____		

Please check how you tried to solve the problem:

Ignored it	Walked away	Told them to stop
Nothing	Told my teacher	Told my parent
Other: _____		

Where there witnesses? _____ If yes, who? _____

What else do you want me to know?

Received by: _____ Title _____ Date: _____

This report will be investigated no later than the end of the next school day, from the date of receipt. The outcome will be shared with the parent/guardian within 3 days from date of receipt (the school can't provide information about the discipline received by the alleged bully).

Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. "A person is bullied when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more other persons, and he or she has difficulty defending himself or herself."

II. INVESTIGATION

1. Investigator(s): _____ Position(s): _____

2. Interviews:

Interviewed aggressor Date: _____

Interviewed target Date: _____

Interviewed witnesses Date: _____

3. Any prior documented incidents by the aggressor? Yes No

If yes, have incidents involved target or target group previously? Yes No

Any previous incidents with findings of BULLYING, RETALIATION Yes No

Summary of Investigation:

(Please use additional paper and attach to this document as needed)

III. CONCLUSIONS FROM THE INVESTIGATION

1. Finding of bullying or retaliation:

YES NO Bullying Retaliation

Incident documented as _____ Discipline referral only _____

2. Contacts:

Target's parent/guardian - Date: _____
(Within 3 days from receipt of report)

Aggressor's parent/guardian - Date: _____
(Within 3 days from receipt of report)

Law Enforcement - Date: _____
(TBD - if considered criminal offense)

District Equity Coordinator (DEC) - Date: _____
(Within 4 days from receipt of report)

3. Action Taken:

Loss of Privileges Counseling Group Detention Suspension
 Community Service Education Restorative Counseling Other _____

4. Describe Safety Planning: _____

Follow-up with Target: scheduled for _____ (Attach Bullying Incident Follow-up Form)

Follow-up with Aggressor: scheduled for _____ (Attach Bullying Incident Follow-up Form)

Report forwarded to Principal: Date: _____ Report forwarded to Superintendent: Date: _____
(If principal was not the investigator) (DEC responsibility)

Signature and Title: _____ Date: _____