



General Policies and Procedures

Policy Topic: Bullying

Policy Number:

Applicable: K-12

Effective Date: May 17, 2011

Effective Revision Date: March 1, 2018

Irvington Community School, Inc. (ICS) is committed to providing and maintaining a safe learning environment free from bullying and harassment. ICS will not tolerate any unlawful or disruptive behavior, including any form of bullying, cyber-bullying, or retaliation on our school campuses or during off-campus school-related events. All reports and complaints of bullying, cyber-bullying, and retaliation will be investigated promptly, and swift action will be taken to end such behavior and restore the affected student(s)' sense of safety.

Definitions:

Bullying is targeted, repeated/relentless, abusive physical and/or verbal harassment with harmful intent that is both intimidating and threatening.

Physical bullying involves the use of force and body strength to overpower victims.

Verbal bullying victims are intimidated and harassed through the use of words.

Relational bullying damages a victim's social status and relationships; this type of bullying is especially common among teenage girls.

Reactive bullying involves an individual coaxing others into harming him/her.

Cyber-bullying is committed through the use of communications technology including texting, instant messaging, email, phone calls, and Internet social networking (e.g., Facebook).

Retaliation is any form of intimidation, reprisal, or harassment directed against a student who reports bullying, witnesses bullying, or provides information during a bullying investigation.

Procedures for Reporting and Responding to Bullying and Retaliation:

Reports of bullying or retaliation may be made by staff, students, parents or guardians, or others, and may be oral or written. Oral reports made by or to a staff member shall be recorded in writing. Staff members are required to report any instance of bullying or retaliation – whether observed or informed of – immediately to an ICS Dean of Students, Principal, School Resource Officer (SRO), Guidance Counselor, or other Administrator. The reporting of bullying may be made anonymously. Of note, any reports of cyber-bullying involving social networking will be assessed by the SRO and Dean. The Indianapolis Metropolitan Police Department may be contacted. Based upon the assessment, the ICS Board Chair may also be notified.

Before fully investigating the allegations of bullying or retaliation, the Dean, SRO, and/or Principal will take steps to assess the need to restore a sense of safety to the alleged target and to protect the alleged target from possible further incidents. Once the bullying accusation is investigated, the Dean will make a determination on the veracity of the complaint and administer appropriate consequences to the guilty student(s). Consequences for bullying behavior may include in-school suspension, out-of-school suspension, Behavior Referral Board, or recommendation for expulsion.

The Dean will promptly notify parents or guardians of the targeted student and the aggressor(s) about the results of the investigation and, if bullying or retaliation is discovered, what action is being taken to prevent further acts of this undesirable behavior from occurring. **All notices to parents/guardians will comply with applicable state and federal privacy laws.** At any point after receiving a report of bullying or retaliation, including after an investigation, if the Dean and SRO believe that criminal charges should be filed against the aggressor, IMPD will be immediately notified. If necessary, the Chief Executive Officer will consult with legal counsel concerning the investigation. All investigative actions will be consistent with ICS and Indiana Department of Education procedures involving such matters.