

NOTTOWAY PUBLIC SCHOOLS BULLYING PLAN

Position Statement

Nottoway Public Schools will not accept any unlawful or disruptive behavior, including any form of bullying, cyber bullying, or retaliation, in our school buildings, on school grounds, or in school related activities. We will promptly look into all reports and complaints of bullying, cyber bullying, and retaliation, and take prompt action to end that behavior and restore the target's sense of safety. We will support this commitment in all aspects of our school community, including instructional programs, staff development, extracurricular activities, and parent or guardian involvement.

Definitions

Bullying – Repeated or single incidents of negative behaviors targeting a specific victim. Bully behaviors may include, but not limited to, threats, verbal or written abuse, physical abuse, harassment, ethnic, gender, or sexual orientation, slurs, exclusion and threatening body posture.

Peer Conflict – Disagreement of difference in opinion between peers who typically have equal power in their relationship.

Cyber bullying – Bullying through the use of technology or any electronic communication.

Retaliation - The action of harming someone because they have harmed oneself; revenge.

- Cyber bullying shall also include the creation of a web page or blog in which the creator assumes the identity of another person or knowingly impersonates another person as author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in the definition of bullying.
- Cyber bullying shall also include the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in the definition of bullying.

Parental Cooperation

The prevention of bullying in our schools must be a joint effort involving both school staff and parent/guardians. The role of the parent of the target and or aggressor in understanding the bullying situation and working with their child and the schools is crucial to the student's development of appropriate social skills.

Reporting/Investigating Process

Reporting bullying or 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. A school district staff member is required to report immediately to the principal or designee any instance of bullying or retaliation the staff member becomes aware of or witnesses. Reports made by students, parents or guardians, or other individuals who are not school or district staff members, may be made anonymously.

Use of an incident Reporting Form is not required as a condition of making a report. The school or district will:

- 1) include a copy of the Incident Reporting Form in the beginning of the year packets for students and parents or guardians;
- 2) make it available in the school's main office, the counseling office, the school nurse's office, and other locations determined by the school administration and
- 3) post it on the school's website. The Incident Reporting Form will be made available in the most prevalent language(s) of origin of students and parents or guardians.

Parents, guardians, and students may also report concerns of bullying or safety via internet by accessing your child school's webpage and clicking on "Concerned".

Determinations

The school administration will make a determination based upon all of the facts and circumstances. If after investigation, bullying or retaliation is substantiated, the administration will take steps reasonably calculated to prevent recurrence and to ensure that the target is not restricted in participating in school or in benefiting from school activities.

NOTTOWAY COUNTY PUBLIC SCHOOL
BULLYING PREVENTION AND INTERVENTION INCIDENT REPORTING FORM

1. Person Filing the report: _____

2. Check whether you are the: Target of the behavior Reporter (not the target)

3. Check whether you are a: Student Staff member Parent Administrator

Other (specify) _____

Your contact information/telephone number: _____

4. If student, state your school: _____ Grade: _____

5. If staff member, state your school or work site: _____

6. Information about the Incident: _____

Name of Target (of behavior): _____

Name of Aggressor: _____

Date(s) of Incident(s): _____

Time When Incident(s) Occurred: _____

Location of Incident(s) (Be as specific as possible): _____

7. Witnesses (List people who saw the incident or have information about it):

Name: _____ Student Staff Other _____

Name: _____ Student Staff Other _____

Name: _____ Student Staff Other _____

8. Form Given to _____ Position _____

9. Describe the details of the incident (including names of people involved, what occurred, and what each person did and said, including specific words used). Please use additional space on back if necessary.

NOTTOWAY PUBLIC SCHOOLS
BULLYING PREVENTION AND INTERVENTION INVESTIGATION REPORT
NOTTOWAY COUNTY PUBLIC SCHOOLS

CONCLUSIONS FROM THE INVESTIGATION

1. Finding of bullying, retaliation, or other:

- Bullying
- Retaliation
- Peer Conflict

2. Made Contacts with:

- Target's parent/guardian
- Aggressor's parent/guardian
- Law Enforcement
- Other _____

3. Action Taken:

- Loss of Privileges In-School Suspension Out of School Suspension
- Referred to Counselor Other _____

4. Describe Safety Planning:

Follow-up with Target: scheduled for _____

Initial and date when completed: _____

Follow-Up with Aggressor: scheduled for _____

Initial and date when completed: _____

Signature and Title: _____ Date: _____