

**ROBERT BENJAMIN WILEY COMMUNITY CHARTER SCHOOL**  
**ANTI-BULLYING POLICY**     **Board Approved 10/12/10**

Board of Trustees of the Robert Benjamin Wiley Community Charter School (“Charter School” strives to provide a safe, positive learning climate for students in the Charter School. Therefore, it shall be the policy of the Charter School to maintain an educational environment in which bullying and cyber bullying in any form are not tolerated

All forms of bullying and cyber bullying by Charter School students are hereby prohibited. Anyone who engages in bullying or cyber bullying in violation of this Policy shall be subject to appropriate discipline.

Students who have been bullied or cyber bullied shall promptly report such incidents to any staff member.

Complaints of bullying or cyber bullying shall be investigated promptly, and corrective action shall be taken when a complaint is verified. Neither reprisals nor retaliation shall occur as a result of a good faith submission of a complaint. Confidentiality of all parties shall be maintained, consistent with the Charter School’s legal and investigative responsibilities.

The Charter School shall annually inform staff, parents and students that bullying or cyber bullying of students will not be tolerated.

New staff will be provided training on the Charter School’s CASS (Creating a Safe School) program. All staff will receive annual staff development on this policy and strategies and expectations to prevent and address bullying behaviors.

Information about this policy will be shared with parents via posting of policy on school bulletin boards, printed in the school code of conduct, shared at parent meetings and CASS parent meetings and in school newsletters. Students will be informed of this policy through assemblies, class meetings, classroom instruction, facilitated sessions. The policy will be posted in classrooms and other prominent school locations.

Surveys will be conducted annually with staff, parents and students to determine needs and progress. Data on incidents and interventions will be collected and presented at least annually to the parent group and the Board of Trustees.

**Definitions:**

“Bullying” means and intentional unwelcome verbal, written, electronic or physical conduct or gestures or a pattern of behaviors within a school setting or outside a school setting, that is directed at a student by another student that has the effect of:

1. Physically, emotionally or mentally harming a student;
2. Damaging, extorting or taking a student’s personal property;
3. Placing a student in reasonable fear of physical, emotional or mental harm;
4. Placing a student in reasonable fear of damage to or loss of personal property;
5. Creating an intimidating or hostile environment that substantially interferes with a student’s educational opportunities; or
6. Substantially disrupting the school environment.

Bullying includes, but is not limited to harassment, hazing, intimidation, or menacing acts which may, but not need be, based on the person’s sex, race, color, ethnicity, religion, national origin, age, disability of sexual orientation.

Bullying includes cyber bullying. “Cyber bullying” includes, but is not limited to, the following misuse of technology: harassing, teasing, intimidating, threatening, or terrorizing another student or staff member by way of any technological tool, such as sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or website postings (including blogs) which has the effect of:

1. Physically, emotionally or mentally harming a student;
2. Placing a student in reasonable fear of physical, emotional or mental harm;
3. Placing a student in reasonable fear of damage to or loss of personal property; or
4. Creating an intimidating or hostile environment that substantially interferes with a student’s educational opportunities.

“School setting” means in the Charter School, on school grounds, in vehicles transporting students to and from school, at a designated bus stop or any activity sponsored, supervised or sanctioned by the Charter School.

“Relational aggression” means all conduct that is on a continuum of behaviors that reduce students’ perception of feeling safe at the Charter School. In those instances where the conduct does not rise to the definition of bullying, school staff will impose discipline through the “make it right” process for relational aggression.

All forms of bullying are unacceptable and, to the extent that such actions are disruptive of the educational process of the Charter School, offenders shall be subject to appropriate staff intervention, which may result in administrative discipline.

The term “bullying” and “cyber bullying” shall not be interpreted to infringe upon a student’s right to engage in legally protected speech or conduct.

**Delegation of Responsibility:**

Each staff member shall be responsible for maintaining an educational environment free of bullying and cyber bullying.

Each student shall be responsible to respect the rights of his/her fellow students and to ensure an atmosphere free from all forms of bullying and cyber bullying.

Students shall be encouraged to report bullying or cyber bullying complaints to any staff member.

Any staff member who receives a bullying or cyber bullying complaint shall gather information or seek administrative assistance to determine if bullying or cyber bullying has occurred. If the behavior is found to meet the definition of bullying or cyber bullying, the CEO/CAO or designee must complete the appropriate written documentation.

The Co-CEOs or his/her designee will inform the parents or guardians of the victim and also the parents or guardians of the accused.

**Complaint Procedure:**

A student shall report a complaint of bullying or cyber bullying, orally or in writing, to a staff member. If a parent initiates the complaint, the appropriate staff member will follow-up with the student.

The staff member will either gather the information or seek administrative assistance to determine if the alleged bullying or cyber bullying conduct occurred.

After the information has been gathered, the Director of Behavior Support Services (“DBSS”) shall be notified of the complaint. In consultation with the CEO/CAO, DBSS will determine the need for further investigation or the appropriate intervention, which may result in administrative discipline to ensure that the conduct ceases. If the behavior is found to meet the definition of bullying or cyber bullying, Charter School administration team will complete the appropriate written documentation

A violation of this Policy shall subject the offending student to appropriate disciplinary action, consistent with the student discipline code, which may include counseling within or outside of the school, parental conference, loss of school privileges, suspension, expulsion or notification to the appropriate authorities. All acts of bullying in grades 5-8 will additionally be subject to the Charter School’s “restorative justice” model which involves exclusion from the school community until the offender “makes it right” with the target.

**Administration Responsibilities**

The Co-CEOs or designee, in cooperation with other administrators shall review this policy every three years and recommend appropriate changes to the Board of Trustees.

The Co-CEOs or designee will provide the following information with the Safe Schools Report

1. The Anti-Bullying Policy
2. Report of Bullying Incidents
3. Information on the development and implementation of any bullying prevention, intervention or educational programs.