**CHERRYFIELD SCHOOL DEPARTMENT**

**NEPN/NSBA CODE: JICK-E4**

BULLYING REPORTING, INVESTIGATION AND

INTERVENTION/RESOLUTION PROCESS

**REPORT from**

Target, Bystander/Witness, Staff,

Coach/Advisor, Volunteer, Parent,

Community Member, Anonymous\*

Interim measures to ensure safety of targeted student and prevent further bullying; inform parents of targeted student

Principal

Copy to Superintendent

Allegation of discrimination/violation of civil rights law?

**CONDUCT INVESTIGATION**

Interview target

Interview witnesses

Interview alleged bully

Review video (if applicable)

Review other available evidence

**YES**

Refer to procedure ACAA-R

**YES**

**NO**

**IS IT BULLYING?**

Is it behavior that has, or would reasonably be expected to have, the effect of:

* Harm or reasonable fear of harm to targeted person or his/her property?

And/or has it had the effect of:

* Hostile environment at school for target?

or

* Infringement on student’s rights at school?

Is behavior criminal?

Determination of incident(s) as other than bullying

Refer to School Committee policy, student handbook,

code of conduct

If not bullying, has there been substantial disruption of the instructional program or operations at the school?

\* Exception: employee reports must be in writing to the principal and may not be made anonymously.

Determine disciplinary consequences, alternative discipline remediation, and/or other interventions

Notify parents of target and bully



Counseling/referral/if suitable

**YES**

Notify law enforcement authorities

**YES**

Refer to School Committee policy, student handbook, code of conduct

DATE ADOPTED: September 10, 2013

**IF APPEALED**

Respond to Appeal