

# Bullying and Harassment Process 2013 - 2014

*Student who perceives they have been bullied and/or harassed*

Speaks with "designated employee"  
(Scott Farnsworth or Kylie McCarty)

Speaks with other staff  
(refers student to designated employees)

Staff become aware of the situation  
(refers to designated employee)



Intake interview completed by designated employee



Communication to the Principal of an investigation



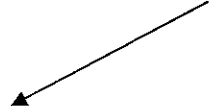
Principal writes letter to parents of accuser and accused



Designated employee conducts interviews of all concerned parties (Accused, accuser and witness)



Options are either **formal** or **informal** resolution



## Formal resolution:

Designated employee determines findings and shares with the Assistant Principal



Assistant Principal responds to findings based upon  
HHS policy and Student Handbook

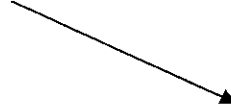


Assistant Principal communicates findings to both accused and accuser via separate face-to-face meetings



Assistant Principal communicates findings in writing to parents of both parties

*Appeal of findings available via the Principal*



## Informal resolution:

Communication to Principal and Assistant Principal  
of a request for an informal investigation



Referral to Assistant Principal for resolution / mediation  
with appropriate staff



Written up as an informally resolved Bullying & Harassment complaint

*Appeal of findings available via the Principal*

# Continuum of Behaviors



## Generic bullying and harassment



### Rude, disrespectful behavior

- Single incidents of:
- Ignoring someone
  - Talking down to someone
  - Making faces at someone
  - Rolling your eyes at someone
  - Sneering at someone
  - Laughing at someone
  - Calling someone a derogatory name (not related to a protected category)

### Bullying (legal definition)

Student to student ONLY

For **ANY** reason:

- Weight
- Clothes
- Where you live
- Height
- Age
- Hair
- Socioeconomic status

Happens over a period of time and is repeated

Need to look at the **intent** of the alleged bully

Includes off-campus cyberbullying as of May 2011

**HOWEVER**, if there is **overt** reference to a student's protected category status, treat the incident as possible harassment

### Harassment (legal definition)

Student to student AND between students and adults

Based on **ACTUAL OR PERCEIVED** student's or student's family member's membership in a protected category:

- Race
- Creed (religion)
- Color
- National Origin
- Marital Status
- Sex
- Sexual Orientation
- Disability
- Gender Identity

Includes off-campus cyberharassment as of May 2011

Happens over a period of time and is repeated **OR** a single severe incident

Need to also look at **impact** of alleged conduct on the target

### Criminal behavior

Can include:

- Physical/sexual assault
- Hate crimes
- Disorderly conduct via electronic communications
- Cyberstalking

A school can contact the police or advise parents to contact the police but the school should also do its own investigation of bullying or harassment complaints that may have a criminal element.

Defer to police and/or DCF investigations (legitimate reasons for delaying start of a harassment investigation)