

ANTI-BULLYING/CYBER-BULLYING POLICY

Bullying/cyber-bullying is strictly prohibited by St. John Paul II Catholic Schools Network (JPII Catholic Schools) on school premises, at any school-sanctioned or sponsored activity or event on or off campus, in any vehicle used for official school purposes, through technology, or electronic media. *More importantly, regardless of where and/or how the act of bullying occurs, if it results in a substantial interference with the bullied student's educational opportunities, those actions may be subject to the procedures set forth in this policy.*

Retaliation or reprisal against a victim of bullying or anyone who witnesses, reports, or provides information on acts of bullying is also strictly prohibited.

All incidents of bullying will be addressed and/or viewed in accordance with Catholic teachings and/or beliefs.

See Appendix for criteria and procedures

**JPII CATHOLIC SCHOOLS POLICY NO. 2004
ANTI-BULLYING/CYBER-BULLYING POLICY
CRITERIA AND PROCEDURES**

- I. JPII Catholic Schools prohibits any conduct or pattern of conduct which may be interpreted as bullying. This may include but is not limited to gestures; written, verbal, graphic communication; technology, or electronic media; or physical acts, which are or are intended to be offensive, abusive, intimidating or insulting and which make the recipient feel intimidated, threatened, humiliated, or vulnerable.
- A. What Is Bullying?
1. Bullying is the use of aggression with the intention of hurting another person physically, mentally and/or emotionally, which results in, or is reasonably foreseeable to result in, pain and distress to the victim. As defined by N.D.C.C 15.1-19-17
 2. "Bullying", regardless of where and/or how committed, is conduct that is so severe, pervasive, or objectively offensive that results in:
 - a. interference with the person's educational or work opportunities,
 - b. the person in actual and reasonable fear of harm,
 - c. the person in actual and reasonable fear of damage to property of the person, or
 - d. substantially disrupting the orderly operation of the school
- B. Without limiting the definition, bullying can be:
1. Emotional – the use of words to intentionally mock, shock, ostracize or tease another person
 2. Physical - pushing, kicking, hitting, punching, or any use of violence
 3. Racist - racial taunts, graffiti, gestures
 4. Sexual - Sexually abusive comments focusing on issues regarding sexuality and/or sexual orientation. Refer to *Sexual Harassment Policy*, No. 2001
 5. Verbal- name-calling, sarcasm, spreading rumors, teasing to gain power over another person
- II. Procedures for Reporting Bullying
- A. A person must report acts of bullying, reprisal, or retaliation, whether as witness or recipient, to any JPII Catholic Schools administrator, teacher, staff member, coach, or priest immediately.
1. Reports are to include name of aggressor, dates, witnesses, locations, statements made, physical contact, property damage, manner of bullying (e.g., text, verbal, technology, or electronic media, physical, exclusion, etc.), and whether the victim has missed school/work or activities due to bullying or reprisal
 2. Recipients of or witnesses to bullying or reprisal may report

anonymously, but the Administration will not penalize the accused solely on the basis of an anonymous report. However, administrators will question and/or warn the alleged aggressor

- B. All reports of bullying must be submitted immediately and confidentially to Administration (School Principal, Activities Director, Vice President, or President).
 - C. All incidents reported to the Administration will be documented and investigated within 72 hours of receiving the report.
- III. Procedures for Dealing with Bullying Reports
- A. Administration will attempt to independently corroborate the allegation.
 - B. Interview targeted person, offending person, and witnesses, and maintain written documentation of investigation.
 - C. Administration or his/her designee will contact parents if students are involved to discuss incident and steps taken.
 - D. Administration or his/her designee will communicate with parents as needed during the investigation and follow-up when incident is resolved.
 - E. Administration or his/her designee will communicate with targeted person to ensure that bullying has ceased.
- IV. Procedures for dealing with an individual who engaged in bullying or who engaged in reprisal or retaliation.
- A. The aggressor will be required to attend a meeting with Administration to discuss the issue and consequences. If the aggressor is a student parents/guardian will be informed and must attend the meeting.
 - B. Upon completion of the investigation, JPII Catholic School Administration will impose appropriate disciplinary penalties. This may include, but is not limited to, warning, suspension, expulsion, remediation, restitution, detention, and, if there exists reasonable suspicion that a crime has been committed, police notification
 1. An attempt will be made to help the aggressor change behavior. This may include referral to school counselor, referral to social services, or referral to anti-bullying/cyber-bullying resources
 2. The aggressor will be required to extend a formal apology either verbally or in writing. The aggressor shall be required to avoid the victim as much as possible (e.g., changing aggressor's usual seating, requiring aggressor to sit in front on bus, changing location of aggressor's locker, etc.)
 3. If suspended or expelled, a re-entry conference will be required prior to returning to school/work
 4. Any written records of the investigation may be placed in the student's cumulative file at the School Principal's discretion and in accordance with applicable law and school policy
 5. Any written records of the investigation may be placed in the personnel file at the Administration's discretion and in accordance with applicable law and school policy

- C. After the incident/incidents have been investigated and dealt with, each case will be monitored to ascertain that no repeated bullying or retaliation takes place.
 - D. Records of any documents generated while investigating reports of alleged bullying, reprisal, or retaliation will be kept by the President or his/her designee as deemed necessary.
- V. Dealing with False Accusation
- A. Any person who makes a false accusation, report, or complaint of bullying, reprisal, or retaliation shall be subject to appropriate disciplinary penalties. This may include, but is not limited to, warning, suspension, expulsion, remediation, detention, and a written or verbal apology to the falsely accused person.
 - B. Administration or his/her designee will contact parents if students is the false accuser to discuss the incident and steps taken.