

ANTI-BULLYING/CYBER-BULLYING POLICY

Bullying is strictly prohibited by the St. John Paul II Catholic Schools Network (JPII Catholic Schools) on school premises, at any school-sanctioned or sponsored activity or event, or in a school-owned or leased school bus or school vehicle. Retaliation or reprisal against a victim of bullying or anyone who witnesses, reports, or provides information on acts of bullying is also strictly prohibited. Any person who is being bullied or who is aware bullying is taking place must immediately report it to JPII Catholic Schools' faculty, administration, chaplain, or other employee. JPII Catholic Schools' administration shall deal with reports of bullying or reprisal promptly and confidentially.

See Appendix for criteria and procedures

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

The JPII Catholic Schools prohibits any conduct or pattern of conduct, including but not limited to, gestures, written, verbal, graphic, through social 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.

I. What Is Bullying?

“Bullying” is conduct that is so severe, pervasive, or objectively offensive that it substantially interferes with the student's educational opportunities, places the student in actual and reasonable fear of harm, places the student in actual and reasonable fear of damage to property of the student, or substantially disrupts the orderly operation of the school. Bullying is the use of aggression with the intention of hurting another person, resulting in pain and distress to the victim.

Without limiting the definition, bullying can be:

- A. Emotional - being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- B. Physical - pushing, kicking, hitting, punching, or any use of violence
- C. Racist - racial taunts, graffiti, gestures
- D. Sexual - unwanted physical contact or sexually abusive comments focusing on issues regarding sexuality and/or sexual orientation
- E. Verbal- name-calling, sarcasm, spreading rumors, teasing

II. Procedures

- A. Students shall report acts of bullying, reprisal, or retaliation, whether as witness or recipient, to any JPII Catholic Schools employee (teacher, coach, administrator, priest, etc.). Reports should include name of aggressor(s), dates, witnesses, locations, statements made, physical contact, property damage, manner of bullying (e.g. text, verbal, Facebook, physical, exclusion, etc.), and whether the victim has missed school or activities due to bullying or reprisal.
- B. Recipients of or witnesses to bullying or reprisal may report anonymously, but JPII Catholic Schools will not penalize the accused solely on the basis of an anonymous report. However, school administrators shall question and/or warn the alleged aggressor(s).
- C. All incidents will be reported to administration and will be documented and investigated.

- D. Procedures for dealing with the bullying incident as outlined below:
1. Interview targeted students, offending students, and witnesses, and maintain written documentation of investigation.
 2. Contact parents of targeted students to discuss incident and steps taken. Communicate with parents as needed during the investigation and follow-up when incident is resolved.
 3. Communicate with targeted student(s) to ensure that bullying has ceased.
- E. Procedures for dealing with the aggressor(s) as outlined below:
1. Parents/guardians of the aggressor(s) will be informed and will be required to attend a meeting to discuss the problem.
 2. 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.
 3. An attempt will be made to help the aggressor(s) change behavior. This may include referral to school counselor, referral to social services, or referral to anti-bullying/cyber-bullying resources.
 4. The aggressor(s) will be required to extend a formal apology either verbally or in writing. The aggressor(s) shall be required to avoid the victim so much as is possible (e.g. changing aggressor's usual seating, requiring aggressor to sit in front on bus, changing location of aggressor's locker, etc.)
 5. If suspended or expelled, a re-entry conference for the student and parents will be required prior to returning to school.
 6. 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. Any written records of the investigation may be placed in the student's educational file at the school principal's discretion and in accordance with applicable law and school policy.
- F. Any student 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 student.