

**St. Joseph School  
Anti-Bullying Policy  
2010 - 2011**

**Part I: Statement prohibiting harassment, intimidation or bullying.**

The members of the St. Joseph School community are committed to providing a Christian, respectful, compassionate, tolerant, safe and welcoming atmosphere for each and every one of our students. Harassment, intimidation and bullying will not be permitted at any time at school or at school sponsored activities.

**Part II: Definition of Terms**

Harassment, intimidation, or bullying means any gesture or written, verbal, or physical act that is motivated by any actual or perceived characteristic such as race, color, religion, ancestry, national origin, gender, sexual orientation, or a mental, physical, or sensory disability.

Intimidation is defined as one or more persons exerting power or control over another. Harassment occurs when one person(s) makes repeated verbal, written or physical contact with another person who does not want this contact. Bullying is a particular type of harassment that generally involves some force, whether overt or subtle. Exclusion is considered to be a form of bullying as well. By ignoring or excluding an individual from group activity, the bully demonstrates his or her force of power. Bullying is an intentionally cruel incident, designed to make another child feel uncomfortable, insecure, or threatened. It is deliberate, hurtful, and repeated over a period of time. Bullying is never justified and is not excusable as “just teasing” or “kids being kids”. It disrupts the orderly operation of the school and impacts school climate. Specific types of bullying may include, but are not limited to:

**EMOTIONAL:** Being deliberately unkind, excluding, or tormenting.

(Example: Forcing another student to be left out of a game or activity, passing notes making fun of a victim, or making threatening faces or gestures.)

**PHYSICAL:** Pushing, hitting, kicking, tripping, punching, biting, or using any other kind of violence against a victim.

**VERBAL:** Name calling, ridiculing, or using words to attack, threaten, or insult.

(Example: Spreading rumors, making fun of a student’s appearance, mannerisms, or intelligence, using slurs or playing unkind pranks.)

**CYBER BULLYING:** The use of any type of electronic media to perpetrate verbal or emotional bullying. (Example: Insulting text messages, e-mails, face book entries, etc.)

Instances of bullying may fall into more than one category.

### **Part III: Expectation of Student Behavior**

Students at St. Joseph School are expected to follow the Discipline Code as found in the Student Handbook, distributed on an annual basis. They are expected to act with Christian courtesy and respect toward one another and toward all members of the staff. School and home will work together to instill habits of self-control, personal responsibility, and concern for the well-being of others.

#### **Part IV: Rights and Responsibilities**

All students have the right to learn in a safe and supportive environment.

It is expected that a student will not knowingly exclude other students or cause other students social, physical or emotional harm.

Faculty/staff members are expected to address incidents that involve bullying and harassment as soon as they are aware of them.

Faculty/staff members are expected to set a positive example for students.

All students are expected to show support for a student who is a target of bullying or harassment. Students are expected to offer assistance to that student and to report incidents to faculty/staff.

Retaliation against a student who reports a bullying incident is prohibited and subject to disciplinary actions up to and including expulsion.

Students who knowingly make a false accusation of bullying or intimidation are subject to disciplinary actions up to and including expulsion.

### **Part V: Consequences of Bullying**

Counseling, corrective discipline and or referral to law enforcement, (when indicated) will be used to change the behavior of the student found to be bullying. This will include age appropriate interventions, restoration of a positive climate, support for those impacted by the violations and other disciplinary actions up to and including suspension and expulsion.

#### **Upper School**

First Offense:

Student speaks with principal regarding incident. Meeting and incident will be documented. Parents will be notified about the meeting and the incident. All teachers of the student will be notified of the incident and a demerit will be issued. The meeting with the principal and the demerit will act as a warning to both the student and the parent.

Second Offense:

Meeting with parent, student, principal and teachers. Meeting will be documented. Student will be given demerit and 3, one hour detentions, to be served on separate days.

Third Offense:

In school suspension. Incident documented. Student will be given a demerit. Student loses all privileges, i.e. tag day, school trips, school socials, etc.

Fourth offense:

Recommendation for expulsion.

### **Lower School - Grades 1 - 4**

#### First Offense:

A teacher/student conference with all parties involved to judge the validity of the complaint. A "bully-tin" will be issued, if necessary. It must be signed by a parent/guardian and returned to the teacher. (A bully ticket is a "bully-tin".) Student will apologize.

**Gr. 4 students:** loss of lunch recess.

#### Second Offense:

A second "bully-tin" given. Meeting with parent, student, and teacher to discuss behavior and ways to change/improve it. Student will apologize in writing, and a copy must be signed by the parent. **Gr. 4 students:** loss of lunch recess.

#### Third Offense:

Meeting with parents, student, teacher and principal. **Gr. 4 students:** loss of lunch recess.

#### Fourth offense:

In-school suspension

Some type of positive behavior would be required of all students, at each level.

### **Kindergarten/Pre-K**

First Offense: Time Out.

Second Offense: Loss of recess and a note home.

Third Offense: Loss of recess and telephone conference with parents.

Fourth offense: Student sent to principal. Parent conference with teacher and principal.

### **Part VI: Proper Bullying Reporting Procedures**

All bullying incidents shall be reported immediately to the adult in charge.

If a student is not comfortable reporting the incident in person, (s)he may write a note and leave it in the teacher's mailbox.

Faculty/staff will record all reported bullying incidents and share them with the principal.

Parents of both the victim and the perpetrator will be informed.

The bullying behavior will be investigated as soon as possible, with both sides instructed that the behavior must stop immediately.

Consequences of the bullying behavior will be implemented according to the stated policy.

### **Part VII: Bullying Prevention Education**

St. Joseph School will implement bully prevention education as part of the health education curriculum for all students. The computer curriculum will include lessons on cyber bullying. In addition, classroom teachers in grades 2 - 8 will use a designated anti-bullying curriculum to further extend the students knowledge and background. Students in Pre-K, Kindergarten and Grade 1 will use age appropriate material to cover the same topics. Parents will be kept informed about the classroom lessons. They will also be invited to view two programs on this subject for their own information and education:

1. Extinguishing the Fuel Behind School Violence: Bullying Prevention
2. Cyber Bullying: A Guide To Prevention, Assessment and Response