

Bullying Policy

This policy based upon RSA 193-F, state's that Granite Hill School will prioritize keeping students and staff safe from physical, emotional, and psychological violence by addressing bullying and cyber-bullying.

This policy will be provided to all staff, students and their families through mailings, handbooks, routine meetings, and our webpage. Additionally, this policy will be referred to during the school day to: discuss student behaviors; coach on expectations; and, provide social skills training.

Staff and students alike will annually attend workshops on bullying, its' impact on people and ways to address it. This is considered the first of three levels of intervention. Secondly, students who may require more support will have access to small group and individual training on how to not be a bully or how to not become a victim of bullying. For students who have a known history of bullying or who have been victim to bullies, more intense one on one support will be provided to them. Ideally this three tier system will help support GHS' goal of providing a safe and secure environment for all students and staff.

This policy is broken down into several sections to assure full understanding to all readers. A definition of Bullying is below.

193-F:3

I.a "Bullying" means a single significant incident or a pattern of incidents involving a written, verbal, or electronic communication, or a physical act or gesture, or any combination thereof, directed at another pupil which:

1. Physically harms a pupil or damages the pupil's property
2. Causes emotional distress to a pupil
3. Interferes with a pupil's educational opportunities
4. Creates a hostile educational environment; or
5. Substantially disrupts the orderly operation of the school

GHS would like to use RIP as a quick reference guide for defining bullying. This is: *Repeated, Imbalance of Power, Purposeful* if these are a "yes", a report needs to be filed.

*It should be noted that these incidents do not need to occur on school grounds or during school hours to be considered for an investigation. If the incident affects one's ability to learn, it is the school's responsibility to respond.

Revised 8.17 by Danielle Paranto

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*All pupils will be protected regardless of their status under the law and under no circumstances will retaliation be tolerated. An immediate disciplinary response and possible police involvement will be given for such behaviors.

First, there are two types of complaints that can be made: Informal and Formal.

Informal Complaints can be made to anyone. However, it is recommended that an informal complaint be brought to the attention of a trusted adult who can advise as seen fit. If the complaint is felt to be serious or out of one's scope of experience, it should be immediately directed to administration. Any concern/informal complaint should be documented and kept for record keeping purposes. The person filing the complaint should also be told of their right to file a formal complaint and what this process would entail.

Formal Complaints should always be placed in writing (Compliant Form located in main office) and submitted to administration immediately. Once a formal complaint is made, the administration has 48 hours to notify all parents/guardians whom have children involved in the incident. If administration feels more time is needed to complete the investigation and notification would negatively affect this, a waiver is available. This waiver must be requested in writing to the CEO and answered by the CEO in writing as well. This waiver does not negate the school's responsibility to follow all additional steps in the Action Plan.

Action Plan: Once a formal complaint is received, the administration has 5 days to complete a thorough investigation of the complaint. During this time, the principal or designee will complete a Critical Incident Form outlining the details of the incident(s) and all communications that occur. This incident report will be submitted to the CEO for notification of the investigation. Should an extension be required, the principal can do so in writing to the CEO, who must then reply in writing to the length of the waiver. Up to 7 days can be offered. All parties involved in the incident must be notified of the extension in writing.

Once the investigation is complete, (within 10 days), a meeting(s) will be held with all appropriate parties. During this time, an overview of the process will be provided. Disciplinary action will be discussed and a plan will be developed to stop the behavior immediately. It should be noted that a student who does not choose to change their bullying behaviors will not be allowed to continue attending the Granite Hill School and could face legal charges. Additionally, support will be offered to the victim through the related services of GHS and a detailed plan will be provided on what GHS will do to prevent future incidents.

It is hopeful that this process will meet the needs of all parties involved, however if a party is not satisfied with the process, they are able to set forth the appeals process as described in RSA 541-A:31.

It should also be known that is a requirement that all substantiated incidents of bullying be reported to the Dept. of Education annually. This report will not include any identifying information of the parties involved.