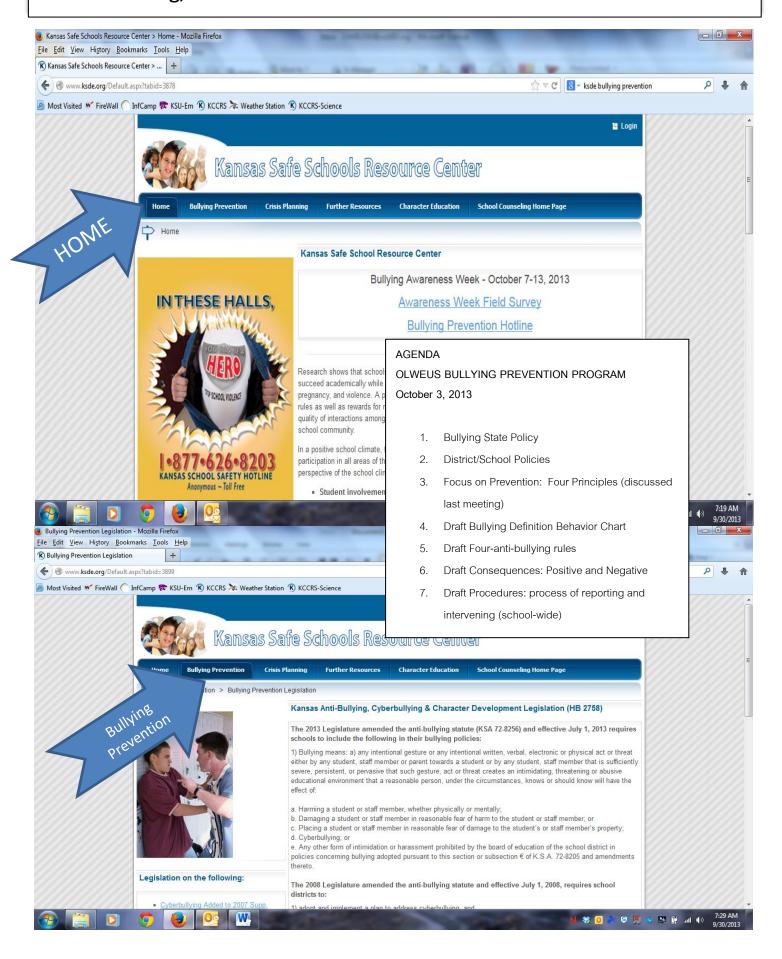
www.ksde.org/kssafeschoolsresourcecenter or Search KSDE Safe Schools



MHS STUDENT PLANNER 2013-2014

page 4: MANHATTAN-OGDEN USD 383 GOALS

o 11. The district and schools will provide a safe and orderly environment.

ADMINISTRATIVE POLICIES

- o page 9, top page: ... A policy for every conceivable situation cannot be listed. Students should always follow a course based upon, <u>safety</u>, <u>courtesy</u>, <u>and respect for the rights of others</u>. For those items not covered which are of major concern to the total program, a final decision rests with the administration....
- o page 9, APPEARANCE
- o page 15, DETENTION
- o page 15, DISRUPTIVE BEHAVIOR
- o page 19, HALL VIOLATION
- o page 19, HARASSMENT
 - page 19, Racial Harassment: Students
 - page 20, Sexual Harassment
 - pages 21 & 22, Bullying

Bullying of any type shall not be tolerated at school or school activities.

Bullying is defined as the act of one or more individuals intimidating one or more individuals through verbal, physical, mental, electronic, in cyberspace or written interactions. Bullying can cause undue anxiety relative to attending school, participating in or attending activities, or riding the bus and will not be condoned in the Manhattan-Ogden USD 383 schools.

Examples of bullying include but are not exclusive to:

- 1. Intimidation—either physical or mental.
- 2. Threats of any kind.
- 3. Assault-verbal, physical, or mental.
- 4. Battery in the intentional physical contact of another in a rude or insulting manner.

As a district, we prescribe to the following class rules about bullying:

- 1. We shall not bully other students.
- 2. We shall try to help students who are bullied.
- 3. We will include everyone in all school events and activities.
- 4. When we know somebody is being bullied, we will tell an adult at school and an adult at home.

Students must understand that bullying in the school building, on school grounds, on the bus, or at school sponsored functions will be grounds for disciplinary action up to and including suspension or expulsion. Students may also be reported to law enforcement, since bullying may be, in some circumstances, a criminal act.

- o page 25, PROFANITY
- o page 27, STUDENT CONDUCT
- o page 28, SUSPENSION: IN-SCHOOL
- o page 29, OUT-OF-SCHOOL
- pages 29&30, SUSPENSION AND EXPULSION POLICY
- pages 35&36, VANDALISM, VIOLENT ACTS, VIOLENT THREATS & WEAPONS

OBPP CORE PRINCIPLES

Principle 1:

Warmth, Positive Interest, and Involvement Are Needed on the Part of Adults in the School

Principle 2:

Set Firm Limits to Unacceptable Behavior

Principle 3:

Consistently Use Nonphysical, Nonhostile Negative Consequences When Rules are Broken

Principle 4:

Adults in the School Should Function as Authorities and Positive Role Models

Comprehensive, Systematic & Consistent Approach to Change

Anti-Bullying-Rules

- 1. We shall not bully other students.
- 2. We shall try to help students who are bullied.
- 3. We will include everyone in all school events and activities.
- 4. When we know somebody is being bullied, we will tell an adult at school and an adult at home.

BULLYING BEHAVIOR CHART

	Physical Harm to another's body or property		Emotional Harm to another's self-esteer		Social m Harm to another's group acceptance	
	Verbal	Non-Verbal	Verbal	Non-Verbal	Verbal	Non-Verbal
Level 1	Taunting *** Expressing physical superiority	Making threatening gestures *** Defacing property *** Taking small items *** Staring/mugging *** Pushing/shoving	Insulting remarks *** Calling names *** Teasing about possessions, clothes *** Insulting family	Giving dirty looks *** Holding nose or other insulting gestures *** Saying someone has germs or is unclean	Gossiping *** Starting/spreading rumors *** Teasing publicly about clothes, books, etc *** Verbal interference with friendships	Passively not including in the group *** Playing mean tricks *** Interference with friendships in any way
Level 2	Threatening Physical harm	Damaging Property *** Stealing *** Initiating fights *** Tripping or causing a fall *** Assaulting	Harassment by verbal means *** Insulting intelligence, athletic ability, etc.	Defacing school work *** Defacing personal property, clothing, etc. *** Harassment by any means	Insulting race, gender *** Increasing gossip/rumors *** Undermining other relationships	Making someone look foolish *** Excluding from the group
Level 3	Making repeated and/or graphic threats *** Practicing extortion *** Making threats to secure silence: "If you tell, I will"	Destroying property *** Biting *** Physical cruelty *** Assaulting with a weapon *** Making 'hit lists'	Frightening the victim with threats *** Challenging in public *** Harassment by verbal means while breaking the law	Ostracizing *** Destroying personal property or clothing *** Harassment by any means while breaking the law	Threatening total group exclusion *** Threat of hazing	Arranging public humiliation *** Total group rejection/ostracizing *** Hazing

Not all forms of aggression are bullying. For example, it is not bullying when (1) two friends get into an argument; (2) someone teases someone one time; (3) two students of equal power lose control of their anger and fight. For bullying to exist, there must be an imbalance of power (either physically, in lack of social skills to defend oneself, or in regard to perceived status). The seriousness for all aggressive behavior should be evaluated based on the harm to the student and frequency of occurrence.

DRAFT

CONSEQUENCES FOR VIOLATION OF SCHOOL BULLYING/HARASSMENT RULES

LEVEL ONE

Consequence

Minimum: Verbal Reprimand and warning of future consequences

The third level 1 classroom offense will result in a level 2 consequence and a referral to the Assistant Principal for discipline and the Counselor for counseling. All future level 1 violations will result in level 2, or above consequences.

LEVEL TWO

Consequences

<u>Minimum</u>: Detention and/or removal from some privilege, referred to the Assistant Principal and Counselor, alert all teachers (need to know basis), contact parents with additional consequences as necessary.

<u>Optional</u>: Other possible consequences include: removal from the classroom, payment of damages to property, sign agreement to 'stay away' from the other person, support group, letter of apology, written assignments, and/or book reports related to the topic, restricted movement in the building, isolated lunch, escorted by an adult to class, removal from extracurricular activities, ISS, OSS, refer to law enforcement officials (automatic referral for issues of harassment related to gender identity, race, religion, national origin or disability).

LEVEL THREE

Consequences

Minimum: ISS, OSS, refer to law enforcement officials (when necessary)

Optional: The same for level 2

REPORTING VS. TATTLING

Stress to students that 'reporting helps *stop trouble*' and 'tattling wastes time and *causes trouble*'. By this age, the thought of 'being a snitch' is ingrained in their minds. Due to this fact, we have to work hard to make them feel comfortable in reporting. Assure anonymity, discuss consequences if they do not report (someone could get harmed), if you say nothing then you're helping the student who bullies get away with hurting others.

WHEN A REPORT OF BULLYING HAS BEEN MADE:

The **assistant principal** should investigate the report, use the rubric to assign consequences (if any), inform teachers and parents of the students involved and pass the report on to the counselor. The **counselor** will schedule counseling sessions with all students involved, but he/she should not be part of the discipline process of the incident.

Both the **assistant principal** and the **counselor** should set times to follow up with the student who was bullied to see if the bullying has stopped or if there has been retaliation.

SCHOOLWIDE PROCEDURES AND INTERVENTION SYSTEM

Bullying Occurs