

SAINT PAUL SCHOOL ANTI-BULLYING POLICY

Based on our philosophy that Catholic schools have been established to provide an environment of faith, which brings all of life together within the grace of love of God, the Diocese of Dallas has established the anti-bullying policy set forth. Saint Paul School follows the Diocesan policy, viewing bullying as unchristian behavior, which will not be tolerated.

We define bullying as an act which:

1. **Persistently** hurts another individual either
 - a) Physically (such as pushing, hitting, kicking, spitting, or any other use of violence, taking items from, forcing to do something unwillingly), etc.
 - b) Verbally (such as teasing, name-calling, using sarcasm, threatening, spreading rumors), etc.
 - c) Indirectly (such as intimidating, excluding, being mean, tormenting, using hurtful gestures, making hurtful written comments including notes and unflattering pictures, intentionally damaging another student's property), etc.
 - d) Through use of technology (such as cyberbullying – using technology to hurt others through any communication device such as email, cell phone, camera, chat rooms, text messaging, or websites), etc.
2. Is **deliberate** and **sustained**
3. Is **intended to isolate, hurt, or humiliate** another individual, or to increase social standing at someone else's expense
4. Is **unprovoked**

Nothing in this policy requires the *affected* student to possess a characteristic that is a perceived basis for the harassment, intimidation, or bullying, or other distinguishing characteristic for example the color of hair or skin, dress, demeanor, wearing glasses, etc.

Bullying can take many forms, including isolation, slurs, rumors, jokes, innuendos, demeaning comments, drawing cartoons, pranks, gestures, physical attacks, threats, or other written, oral or physical actions. Bullying is an intentional act and it will be treated as such. No one forces a person to be a bully.

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the education environment. Please remember that many behaviors that do not rise to the level of harassment, intimidation, or bullying may still be prohibited by other district policies or building, classroom, or program rules.

Counseling and corrective discipline by the principal, and/or referral to law enforcement when necessary will be used to change the behavior of the perpetrator and remediate the impact on the victim. This includes appropriate intervention(s), restoration of a positive climate, and support for victims and others impacted by the violation. False reports or retaliation for harassment, intimidation or bullying also constitute violations of this policy.

The anti-bullying policy of Saint Paul School has as its goal to ensure that all students experience a safe Catholic Christian environment that is conducive to learning. The following steps will be taken when dealing with bullying incidents:

1. Isolated or initial incidents which do not constitute bullying will be handled by the teacher in charge at the time of the incident. Depending on the severity of the incident, the principal and/or parents may be notified. Disciplinary guidelines set forth in the school handbook will be followed.
2. Whenever possible, any incidents which may constitute bullying should be reported immediately to the teacher in charge at the time of the incident. The teacher in charge at the time of the incident will immediately deal with those involved in the incident.

3. In some cases, students may choose to report the incident to a different adult in the building, such as their homeroom teacher. If so, students are encouraged to report as soon as possible following the incident(s).
4. The principal or teacher in charge should be made aware of any bullying incidents. Students engaging in bullying behavior will be disciplined according to the school discipline policy. Depending on the severity and length of incident, parents may be notified, as well as other teachers who have the students involved in classes afterward. This will ensure that the incident does not continue when students proceed to the next class.
5. If the bullying does not cease after the student has been disciplined, parents will be notified, and further action will be taken according to the school discipline policy.
6. The consequences for bullying will vary depending on the situation, and may include, but are not limited to receiving demerit(s), writing apology letters, serving detention(s), serving an in school and/or out of school suspension, performing community service, expulsion and/or referral to law enforcement.

In addition to the above outlined steps, the anti-bullying policy requires the following:

1. Teachers of Saint Paul School students are expected to:
 - Teach students about what constitutes bullying, effective conflict resolution skills, reasonable strategies to avoid being bullied, and easy ways to report bullying.
 - Give students opportunities to role play and to practice the strategies taught to resolve conflicts peacefully, to avoid bullying, and to report incidents.
 - Teach students strategies that can be used when students find themselves as bystanders to an incident. These strategies should also be practiced by the students under the guidance of the classroom teacher.
 - Implement a designated method for students to report bullying, discreetly and anonymously.
 - Teachers will investigate every incident reported by the students. Student reports will not be dismissed as tattling. Every incident will be taken seriously. The teacher will determine if the report is unfounded or if further action should be taken.
2. Parents of Saint Paul School students are expected to:
 - Report concerns of bullying behavior to their child's appropriate teacher as soon as possible following an incident(s). If concerns are not handled sufficiently at this level, a report should be made to the building principal or teacher in charge as outlined in grievance procedures of the school handbook.
 - Understand and support the school's anti-bullying policy and actively encourage children to avoid bullying behavior. This includes encouraging children (after an incident) to respond to the situation by using non-bullying behavior.
 - Obtain anti-bullying information from teachers and /or principal. Attend one of the anti-bullying workshops offered through the Diocese of Dallas Safe Environment Program. Learn as much as possible about bullying and bullying behavior. Also learn what types of incidents do not constitute bullying. Help children to make this distinction.
 - Remember that negative interactions between individuals do happen even in non-bullying situations; help children to develop conflict resolution skills as early as possible; potentially preventing later bullying situations.
3. Students of Saint Paul School should:
 - Report any incidents of bullying they witness to the teacher in charge at the time of the incident, or to another staff member as soon as possible following the incident.
 - Whenever possible, stand up for the student being bullied (do not be a bystander) and refrain from joining in bullying behavior (do not give in to peer pressure).
 - Treat others with the respect and dignity that is expected of any Catholic school student.

- Take pride in our school environment and play an active role in creating a safe, positive, and accepting learning atmosphere for every student attending Saint Paul Catholic School.

The Diocese of Dallas identifies hazing, serious and ongoing bullying or harassment, or the use of social media in such a manner as constitutes bullying or online harassment or which causes another student or member of the school community to fear for the safety of any member of the school community as potential grounds for expulsion. Additionally, off-campus misconduct may result in expulsion, especially when it is related in some way to the school community because it is directed towards a member of the school community, directly or indirectly involves multiple members of the school community, or may negatively impact the school's reputation in the community.

Saint Paul School Glue Board

SPS Glue Board is a bullying prevention tool that pairs a smart, cloud-based incident management system with a mobile bully-reporting app for students, parents, and teachers. The cloud-based application allows any social media message to be captured on a smartphone and sent to the school anonymously, giving the school specific information with which to take action. SPS Glue Board provides state-of-the-art technology through which peer-to-peer social media messages can be captured within seconds and sent for review by the school.