Bullying Flow - Chart
For Administrators

Bullying reported within 90 days of incident

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Reports may be made orally or verbally - either way principal must **complete written documentation report**

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Determine whether allegations, if proven, would constitute prohibited conduct under FFH (LOCAL), Freedom from Discrimination, Harassment, and Retaliation.

→ **NO** → Determine if bullying occurred, investigation window is 10 business days from day report is taken - **complete Investigation Form**

→ Student or group of students who are on school property, at a school sponsored **or** school related activity, or in a vehicle operated by the District engages in written or oral expression, expression through electronic means, or physical conduct that:

→ Exploits an imbalance of power between the student perpetrator and the student victim through written or oral expression or physical conduct and interferes with a student's education or substantially disrupts the operation of the school

YES → Turn information over to Superintendent or designee

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STOP

A student who is dissatisfied with the outcome of the investigation may appeal through FNG (Local)

AND

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Has the effect or reasonably will have the effect of physically harming a student, damaging a student's property, or placing a person in reasonable fear of harm to the student's person or damage to the student's property.

OR

Is sufficiently severe, persistent, and pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for the student.

↓ **YES** | **NO** →

Prepare a written report of the investigation including: determination of whether bullying occurred, if victim is facing disciplinary action, determination if victim used reasonable self defense,

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File a copy of the report with Superintendent or designee

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Communicate a summary of the report and its conclusions to the complainant

If proven not to be a violation of this policy or policy FFH, District official shall **notify the complainant / reporter in writing and dismiss the complaint.**

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STOP

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If incident of bullying is confirmed, principal or designee shall promptly **notify parents of both victim and perpetrator.**

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In no circumstance shall the District be required to inform the complainant of the specific disciplinary or corrective action taken

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If bullying occurred, the principal or designee shall **inform the victim, the perpetrator, and any witnesses of District counseling options** available to them

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If results of investigation indicate bullying occurred, policy FDB will apply to any transfer request

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STOP