

# ST. JOHN'S BULLYING POLICY

## Purpose

St. John's Lutheran School is committed to providing a safe environment for the children that have been entrusted to our care so that physical, social, emotional, intellectual and spiritual growth can take place. The mandate to care for one another comes from our Lord Jesus. Jesus commands us to love God and to love one another.

*Jesus replied: "Love the Lord your God with all your heart and with all your soul and with all your mind. This is the first and greatest commandment. And the second is this: Love your neighbor as yourself."*  
Matthew 22:37-39

At the heart of following Jesus' command is a commitment by the faculty and staff of St. John's Lutheran school to model the love that Jesus has shown to us, to validate the pain caused by bullying behavior(s) and to take action in stopping bullying behavior(s).

St. John's expects students to conduct themselves in a manner in keeping with their levels of development, maturity and demonstrated capabilities with a proper regard for the rights and welfare of others. Students, parents, and staff of St. John's school should strive to live a life that is pleasing to our Savior and follow his command to "Love one another."

## Definition

Bullying is aggressive behavior that is intentional and that involves an imbalance of power or strength. Typically it is repeated over time and causes hurt, fear, or discomfort to another person. A child who is being bullied has a hard time defending him or herself.

Bullying can take many forms and is both direct and indirect behaviors

- Physical bullying (such as hitting, punching or harm to someone's property)
- Verbal bullying (such as teasing or name calling)
- Nonverbal bullying or emotional bullying (such as intimidation or social exclusion)
- Cyberbullying or bullying through note writing (such as sending insulting messages by electronic devices or sending insulting notes to others in the classroom)

Direct bullying behaviors involve behaviors that are observable and that are usually expressed by physical and verbal means. Usually direct bullying involves relatively open attacks on a victim and are "in front of your face" behaviors.

However, bullying behavior is not always hitting, kicking, teasing, or name calling. Children who bully others may use subversive acts that hurt just as much but are harder to detect. Indirect bullying involves "behind your face" behaviors. Examples of indirect bullying are leaving others out on purpose, spreading rumors to destroy another's reputation or getting others to dislike another person.

**Bullying is not** one time acts of aggression, nastiness, conflict, simple social rejection or assertive behavior.

## Bullying Behavior Consequences

Steps taken in regard to bullying behavior are to be used at the discretion of the staff and principal. Action taken is dependent on the severity of the offense, and may include any of the following, but not limited to the following. Action taken will be age appropriate when possible.

### 1st Reported Incident –

- Investigate, talk to student and develop strategy to change behavior Verbal intervention with student and/or counseling on bullying As Needed: recess detention, detention

### 2nd Reported Incident –

- Repeat 1st reported incident steps and contact parents
- Paper based response
  - research topic of bullying and prepare a presentation
  - watch a dvd related to bullying and write a response
  - review a movie or book and identify acts of bullying within it
- Recess detention, detention, suspension
- As Needed: Extra-curricular activities impacted

### 3rd Reported Incident –

- Any steps from 1st or 2nd reported Incident, PLUS
- Extra-curricular activities impacted
- Provide assigned community service hours separate from those required by the curriculum
- Meet with student and parent + principal + Board of Christian Education representative
- Possible expulsion

### **Reporting a Bullying Incident**

If there is a concern about a situation, a report may be filed verbally, in writing, or by emailing **bullyfree@Stjohnschicago.org**

- Written Reports
  - Students and/or their parents or guardians, or school personnel, may report an incident of bullying by filling out a *Bullying Incident Report*. The form can be found in any classroom, in the office or online at [www.stjohnschicago.org](http://www.stjohnschicago.org) . Forms can be turned in to the office or to any school personnel, and they will be promptly forwarded to the classroom teacher and principal for review and action. Email reports may be sent to **bullyfree@stjohnschicago.org**
- Verbal Reports
  - Students, parents or guardians, and school personnel may make informal reports of conduct that they consider to be bullying by verbal report to a teacher, the principal, or other school personnel. The person who receives the verbal report will document the incident by filling out the bullying report form and forward the report to the classroom teacher and the principal for review and action.
- Confidential Reports
  - Confidential reports of bullying may be made. Students and parents filing reports, either written or verbal, may request that their name be maintained in confidence by the school staff members and the principal. The confidential reports will be reviewed and reasonable action will be taken to address the situation, to the extent such action may be taken that does not disclose the source of the complaint.

### **Reporting Obligations**

- Report to the Parent or Guardian of the Perpetrator
  - If, after investigation, acts of bullying are verified, the principal or classroom teacher will notify the parent or guardian of the perpetrator. If discipline is imposed, a description of that discipline will be included in that notification.
- Report to the Victim and the Parent or Guardian
  - If, after investigation, acts of bullying are verified, the principal or classroom teacher will notify the parent or guardian of the victim. In providing such notification, care must be taken to respect the statutory privacy rights of the perpetrator of such bullying.
- Report to the Board of Christian Education
- The principal must monthly provide the Board of Christian Education a summary of all reported incidents of bullying
- Report to the Proper Authorities
  - Allegations of criminal misconduct will be reported to law enforcement in accordance with BOCE Policy 5-E-1.a Safe School Zone Act

## STUDENT/PARENT CONTRACT

Student Name \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

We, the above named student and parent/guardian, have read in full the St. John's Lutheran School anti-bullying policy. In accordance with this policy, we promise to do our best to keep St. John's a safe and caring place. This means that we will:

- treat *everyone* with kindness and respect
- resolve disagreements with others peacefully
- never participate in bullying behavior(s)
- refuse to join in when someone else is being bullied
- report all bullying incidents I am aware of

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent signature \_\_\_\_\_ Date \_\_\_\_\_

# Bullying Incident Report

Person filling out report \_\_\_\_\_ Date \_\_\_\_\_

Do you want this report to be confidential? \_\_\_\_\_ yes \_\_\_\_\_ no

Location of incident \_\_\_\_\_

Time of incident \_\_\_\_\_

Students involved \_\_\_\_\_

Check all that apply:

\_\_\_\_\_ kicking \_\_\_\_\_ hitting \_\_\_\_\_ pushing \_\_\_\_\_ tripping

\_\_\_\_\_ spitting \_\_\_\_\_ damage of others' property \_\_\_\_\_ stealing

\_\_\_\_\_ teasing \_\_\_\_\_ name calling \_\_\_\_\_ insulting \_\_\_\_\_ threatening

\_\_\_\_\_ spreading rumors \_\_\_\_\_ rude gestures \_\_\_\_\_ intimidation

\_\_\_\_\_ excluding \_\_\_\_\_ embarrassing \_\_\_\_\_ hurtful notes

\_\_\_\_\_ use of technology to be hurtful

Other (explain) \_\_\_\_\_

Explain details of incident:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For office use only:

Type of report \_\_\_\_\_ written \_\_\_\_\_ verbal \_\_\_\_\_ email

## Action Taken by School Personnel

Spoke to accused student: \_\_\_\_\_ yes \_\_\_\_\_ no

Spoke to Victim: \_\_\_\_\_ yes \_\_\_\_\_ no

Type of Discipline if any: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_