

SUN AREA TECHNICAL INSTITUTE

SECTION: PUPILS

TITLE: BULLYING/
CYBERBULLYING

ADOPTED: October 16, 2008

REVISED: June 21, 2012

<p>249. BULLYING/CYBERBULLYING</p>	
<p>1. Purpose</p>	<p>The Joint Operating Committee is committed to providing a safe, positive learning environment for its students. The Joint Operating Committee recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Joint Operating Committee prohibits bullying by SUN Tech students.</p>
<p>2. Definitions SC 1303.1-A</p>	<p>Bullying, as defined by law means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting that is severe, persistent or pervasive and has the effect of doing any of the following:</p> <ol style="list-style-type: none"> 1. Substantial interference with a student’s education. 2. Creation of a threatening environment. 3. Substantial disruption of the orderly operation of the school. <p>For the purpose of this policy, bullying, is defined as follows:</p> <p><i>“A person is bullied when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more other persons, and he or she has difficulty defending himself or herself.” Olweus Bullying Prevention Program.</i></p> <p>Bullying is aggressive behavior that involves unwanted, negative actions. Bullying involves a pattern of behavior repeated over time. Bullying involves an imbalance of power or strength.</p>
<p>SC 1303.1-A</p>	<p>School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.</p>

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<p>3. Authority SC 1303.1-A</p>	<p>The Joint Operating Committee prohibits all forms of bullying by SUN Tech students.</p> <p>The Joint Operating Committee encourages students who have been bullied to promptly report such incidents to the Administrative Director or designee.</p> <p>The Joint Operating Committee directs that complaints of bullying shall be investigated promptly, and corrective action shall be taken when allegations are verified. Confidentiality of all parties shall be maintained, consistent with the school's legal and investigative obligations. No reprisals or retaliation shall occur as a result of good faith reports of bullying.</p>
<p>4. Delegation of Responsibility</p>	<p>Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.</p> <p>The Administrative Director or designee shall develop administrative regulations to implement this policy.</p>
<p>SC 1303.1-A</p>	<p>The Administrative Director or designee shall ensure that this policy and administrative regulations are reviewed annually with students at an assembly or by other means.</p>
<p>SC 1303.1-A</p>	<p>The Administrative Director or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Joint Operating Committee.</p>
<p>SC 1303.1-A</p>	<p>The school's administration shall annually provide the following information with the Safe School Report:</p> <ol style="list-style-type: none"> 1. Joint Operating Committee's Bullying Policy. 2. Report of bullying incidents. 3. Information on the development and implementation of any bullying prevention, intervention or education programs.
<p>5. Guidelines SC 1303.1-A Title 22 Sec. 12.3 Pol. 218</p>	<p>The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.</p> <p>This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within the school building and on the website, if available.</p>

<p>SC 1302-A, 1303.1-A Pol. 236</p>	<p><u>Education</u></p> <p>The school may develop and implement bullying prevention and intervention programs. Such programs shall provide staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.</p> <p><u>Complaint Procedure</u></p> <p>Step 1 – Reporting</p> <p>A student or third party who believes s/he has been subject to conduct that constitutes a violation of this policy is encouraged to immediately report the incident to the Administrative Director or designee, or a school employee.</p> <p>A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the Administrative Director or designee.</p> <p>If the Administrative Director or designee is the subject of a complaint, the student, third party, or employee shall report the incident directly to the Administrative Director.</p> <p>The complainant or reporting employee is encouraged to use the report form available from the Assistant Administrative Director or designee, but oral complaints shall be acceptable.</p> <p>Step 2 – Investigation</p> <p>Upon receiving a complaint of bullying, the Assistant Administrative Director or designee shall immediately investigate the complaint, unless the Assistant Administrative Director or designee is the subject of the complaint or is unable to conduct the investigation.</p> <p>The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the incident. The investigator may also evaluate any other information and materials relevant to the investigation.</p> <p>The obligation to conduct this investigation shall not be negated by the fact that a criminal investigation of the incident is pending or has been concluded.</p> <p>The findings of the investigation shall be provided to the parents of the accused student and the complainant.</p>
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<p>SC 1303.1-A Pol. 218, 233</p>	<p>Step 3 – Investigative Report</p> <p>The Assistant Administrative Director or designee shall prepare a written report within fifteen (15) days, unless additional time to complete the investigation is required. The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual and whether it is a violation of this policy, and a recommended disposition of the complaint.</p> <p>The investigative report shall be retained by the Assistant Administrative Director or designee as appropriate.</p> <p>Step 4 – School Action</p> <p>If the investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the school shall take prompt, corrective action to ensure that such conduct ceases and will not recur.</p> <p><u>Consequences For Violation</u></p> <p>A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:</p> <ol style="list-style-type: none">1. Counseling services and/or educational activities.2. Parental conference.3. Loss of school privileges including: driving; participation in the Co-op program; clinical experience; testing opportunities for program certifications; and in the Certificate Awards Program.4. Exclusion from school-sponsored activities.5. Transfer to an out of school placement.6. Detention.7. Suspension.8. Expulsion.9. Recommendation for counseling/therapy outside of the school.10. Referral to law enforcement officials.
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11. Referral to Student Assistance Program.

12. Restorative conferences.

If it is concluded that a student has knowingly made a false complaint under this policy, such student shall be subject to disciplinary action.

Appeal Procedure

If the complainant is not satisfied with a finding of no violation of the policy or with the corrective action recommended in the investigative report, s/he may submit a written appeal to the Administrative Director within fifteen (15) days.

References:

School Code – 24 P.S. Sec. 1302-A, 1303.1-A

State Board of Education Regulations – 22 PA Code Sec. 12.3

Joint Operating Committee Policy – 000, 218, 233, 236, 248