

I. General Statement of Policy

The School recognizes the negative impact that bullying can have on the health and safety of students and the learning environment. Bullying can create distress, anxiety, decreased self-esteem, and feelings of isolation. Bullying materially and substantially disrupts the rights of others to an education and is unacceptable in the educational environment.

The School endeavors to maintain a learning and working environment that is free of bullying. Toward that end, bullying is prohibited on school grounds, at school-sponsored events and activities, on school buses and other school-sponsored transportation and at school bus stops.

II. Definition of Bullying and Cyber-bullying

“Bullying” means repeated behavior by an individual or group that is intended to cause the victim, or would cause a reasonable person of the same age as the victim, to feel frightened, threatened, intimidated, humiliated, shamed, disgraced, ostracized, harassed, or physically abused. Bullying usually represents an imbalance of power.

“Cyber-bullying” is the use of electronic information and communication devices, to include but not be limited to email messages, instant messaging, text messaging, cellular telephone communications, internet blogs, internet chat rooms, internet postings, and defamatory websites.

Bullying and cyber-bullying can take place in several forms and may include but is not limited to the following:

- A. written, verbal or nonverbal threats;
- B. intimidating or threatening gestures;
- C. unwanted physical contact, violence or assault;
- D. an intentional display of force that would give the victim reason to expect or fear physical contact or injury;
- E. jeering, taunting or mocking;
- F. teasing;
- G. degrading, insulting or derogatory comments;
- H. hazing;
- I. harassment;
- J. extortion;
- K. theft of money or possessions;
- L. vandalism of a student’s personal property;
- M. unauthorized exercise of control over a student’s personal property;
- N. disseminating personal information or images;
- O. impersonating the victim, or
- P. Posting harmful material.

III. Preventative Measures

A copy of this policy will be published annually in the student/parent handbook and be available on the school website. As an IB World School, LILA embodies the IB Learner Profile, which makes it a practice of treating others fairly and respectfully. All students will be informed that bullying will not be tolerated in any form. All students will be encouraged to report any bullying regardless of whether they are a victim or an observer.

When an investigation substantiates that bullying has occurred, the Director or his or her designee will inform the teachers who work with the offending student and the victim about the bullying so that those teachers can more closely monitor for future incidents of bullying. Appropriate disciplinary action will be taken for bullying behavior. The primary purpose of such action is to protect the victim and deter such behavior in the future.

The School Board will review this policy at appropriate intervals to ensure that it is effective in its aims. As part of its review, the Board may require that a survey be conducted to determine the scope and extent of bullying.

IV. Reporting Procedures

- A. Victims. All students who believe they have been the victim of bullying shall promptly report the bullying to a teacher, the Dean of Students or the Director.
- B. Parents. All parents who become aware of any bullying are encouraged to report the bullying to the Dean of Students or Director.
- C. Witnesses. All students who witness bullying shall immediately report the bullying to a teacher, the Dean of Students, or Director.
- D. School Staff. Any staff member who witnesses bullying or receives a report of bullying shall make a referral to the Dean of Students or Director for appropriate action.
- E. Disciplinary Action. Disciplinary action will be in accordance with Policy 308 *Student Discipline*. Disciplinary action involving dismissal shall be in accordance with the Pupil Fair Dismissal Act.

V. School Action

- A. Upon receipt of a complaint or report of bullying, the school shall undertake or authorize an investigation by school officials or a third party designated by the school.
- B. The school may take immediate steps, at its discretion, to protect the complainant, reporter, students, or others pending completion of an investigation of bullying, consistent with applicable law.

- C. Upon completion of the investigation, the school will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior.
- D. The school is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school. School officials will notify the parent(s) or guardian(s) of students involved in a bullying incident and the remedial action taken, to the extent permitted by law, based on a confirmed report.

VI. Reprisal

The school will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other school employee who retaliates against any person who makes a good faith report of alleged bullying or against any person who testifies, assists or participates in an investigation, or against any person who testifies, assists or participates in a proceeding or hearing relating to such bullying. Retaliation includes, but is not limited to, any form of intimidation, harassment or intentional disparate treatment.

VII. Training and Education

- A. The school annually will provide information and any applicable training to school staff regarding this policy.
- B. The school annually will provide education and information to students regarding bullying, including information regarding this school policy prohibiting bullying, the harmful effects of bullying and other applicable initiatives to prevent bullying.
- C. The school administration is directed to implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the victim and to make resources or referrals to resources available to victims of bullying.

VIII. Notice

The school will post this policy on the school website and it shall appear in the student handbook.