

South Pasadena Unified School District

SOUTH PASADENA MIDDLE SCHOOL Bullying Prevention School Plan

I. School Statement

South Pasadena Middle School is committed to providing a safe working and learning environment, will not tolerate bullying or any behavior that infringes on the safety or well-being of students, employees, or any other persons within the District's jurisdiction, and will not tolerate retaliation in any form when bullying has been reported. District policy continues to require all schools and all personnel to promote among students and employees mutual respect, tolerance, and acceptance. "All students and staff of public primary, elementary, junior high and senior high have the inalienable right to attend campuses which are safe, secure and peaceful." [Article 1, Section 28 (c) of the California State Constitution]

II. Definition of Bullying

Bullying is a form of violence. The acts involve a real or perceived imbalance of power with the more powerful student, person, or group attacking those who are less powerful.

Bullying is subjecting a person to abusive actions. Typically, bullying behavior is unprovoked, intentional and repeated over time and includes the use of hurtful words and/or acts.

Bullying may include, but is not limited to any gesture or written, verbal, or physical act that is reasonably perceived as being motivated by general disrespect or by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, gender identity or expression, sexual orientation, a mental, physical, or sensory disability, or on the basis of association with an individual who falls into one of the protected categories, that takes place on school property, at any school-sponsored function, or on a school bus, or that (1) places a student or school employee in reasonable fear of harm to his or her person or damage to his or her property; or (2) has the effect of substantially interfering with a student's educational performance, opportunities, or benefits; or (3) has the effect of substantially disrupting the orderly operation of the school.

III. School Rules, Consequences, and Pro-Social Interventions for Bullying Behavior

Pro-Social Interventions

1. ***Sprigeo - Online anonymous reporting:*** Allows students and parent to report incidents of bullying to administration and counselors. Students are trained in using the service annually as part of the anti-bullying presentations by counselors.

2. ***Student Watch List:*** Staff closely monitors and guides students in need of specific social-emotional, behavioral, and/or academic support.
3. ***W.E.B (Where Everyone Belongs):*** 8th grade students are trained to provide mentorship to incoming 6th grade and other new students. The “curriculum” includes information about bullying prevention, building positive relationships, knowing where to go with problems, accessing available resources, among other things.
4. ***Group & Individual Counseling Program:*** Staff intervenes with students, parents, and/or staff around specific concerns, such as bullying prevention, anger management, and making good choices.
5. ***Anti-Bullying Lesson:*** School counselors deliver annual lesson on identifying, reporting and stopping bullying.
6. ***“Upstanders” Peer Mediation:*** A first line of prevention is mediation between students. Face-to-face interactions between students at odds, facilitated by a peer mediator or adult, provide a safe place to work through challenges.
7. ***P.B.I.S.:*** Staff is trained to recognize and develop positive traits in students, as a preventative measure to ensure pro-social interactions.

School Rules

School rules, including class-conduct standards, are detailed in the registration packet and *Binder-Reminder*. Each student receives a *Binder-Reminder*.

Consequences

School consequences are detailed in the South Pasadena Middle School Consequence Matrix in *Binder-Reminder* on page 11.

IV. School Resources

1. W.E.B (Where Everyone Belongs)
2. Upstanders’ Peer Mediation
3. Sprigeo - Online anonymous Bully reporting
4. School Clubs
5. School Resource Officer
6. Guidance Counseling
7. School Psychologist
8. Alternative lunch areas, that provide a safe place

V. Roles & Responsibilities

Administration:

- Communicate expectations to actively create and sustain school environments that educate and administrate for pro-social interactions among all stakeholders
- Develop and incorporate bully prevention procedures into behavior or discipline codes. Review and revise these annually, as appropriate.

- Provide in-service training to certificated and classified staff to ensure that staff is clearly familiar with and able to identify the indicators of bullying and understand their individual responsibilities to respond to and report bullying behavior. Develop a system to ensure effective induction training for new employees.
- Communicate and ensure that staff, students, and parents are informed of District policy and school procedures regarding bully prevention.
- Cultivate a school community that values and lives out pro-social behaviors and effectively communicates the inappropriateness of bullying behaviors.
- Notify the appropriate law enforcement authorities, when necessary.
- Annually submit school plans to the Assistant Superintendent of Instructional Services.

Parents:

- Work with their children to agree on a few, simple family expectations for respectful behavior.
- Discuss with their children all aspects of the bullying prevention policy and strategies to prevent bullying.
- As soon as possible, notify the appropriate school personnel about any instances of bullying.

Teachers:

- Create an environment where students understand that bullying is inappropriate and will not be tolerated.
- Discuss with students all aspects of the bully prevention policy and strategies to prevent bullying.
- Learn to recognize the indicators of bullying behavior.
- Intervene immediately and take corrective action when bullying is observed.
- Understand individual responsibility not only to intervene when bullying is observed, but also, to report incidents and actions to appropriate District offices or outside agencies, as required.

Students:

- In partnership with peers, take responsibility for helping to create a safe school environment. In partnership with teachers, proactively confront bullying behaviors.
- Do not engage in or contribute to bullying behaviors, actions, or words.
- Treat oneself and everyone else with respect. Be sensitive as to how others might perceive your actions or words.
- Seek immediate help from an adult if you witness bullying.
- Anonymously report bullying behavior in a timely fashion to the school administration or school counselor. Have a *TigerLinks* mentor or other student intermediary intervene with school personnel on your behalf.
- A student has the legal right to report an incident (s) of bullying at any time without fear of reprisal or retaliation from the bully or anyone else.

- Never engage in retaliatory behavior or ask of, encourage, or consent to anyone's taking retaliatory actions on someone's behalf.

VI. Education for Staff and Students

- Staff are updated on policy at the beginning of each year.
- The SPMS Staff Handbook provides guidance and updated Board policies and school rules.
- Students receive information through student forums, Ninth Grade Orientation, and in the Comprehensive Guidance & Counseling Program.

VII. Notifications of Policy and School Plan to Parents, Staff, and Students

Parents:

1. Binder-Reminder
2. PTA Presentations
3. Site Council
4. PTA E-Newsletter
5. School Website

Staff:

1. Binder-Reminder
2. Staff Handbook
3. Faculty Meetings
4. School Website
5. Principal Weekly Memo
6. Professional Development In-service, when funded

Students:

1. Binder-Reminder
2. Student Forums
3. Class Conduct Standards Contract
4. Internet Use Agreement

VIII. Process for Monitoring and Analyzing Bullying Prevention Data

Known bullying behaviors are documented on the school's discipline-referral procedure in AERIES. At the end of each quarter, Student Services staff responsible for student behavior, queries AERIES for all of the data related to bullying. Student Services staff documents the number of "events" and inputs the number in a spreadsheet. Student Services staff analyzes the narratives to identify emerging patterns and anything else that might inform next steps. Once the Student Services staff analyzes the number of events and evaluates the narratives, staff submits a summary to the principal to determine next steps.

All of the event and narrative data is kept in a file to inform current and future pro-social and bullying-prevention activities.