Regional School Unit No. 24
Bullying and Cyberbullying Reporting, Responding, and Remediation Procedure

REPORT of bullying incident (in writing or verbally) from
Student, School Staff, Parent, Coach, Advisor, Volunteer,
Grandparent, Community Member
(complete Reporting Form)

Submit to School Principal; Copy to superintendent

Is it bullying?

- Physically harming a student or damaging a student’s property?
- Placing a student in reasonable fear of physical harm or damage to the student’s property?

OR

- Creating an intimidating or hostile educational environment for the student?
- Interfering with the student’s academic performance or ability to participate in or benefit from the services, activities or privileges provided by a school?

IF APPEALED
Respond to Appeal

BEGIN REMEDIATION PROCEDURE (complete Remediation Form)
Determine discipline actions, alternative discipline remediation, supports needed for the bullied and/or other interventions

YES
Contact local or state law enforcement

YES
Measures are taken to ensure safety of the student who has reportedly been bullied and to prevent further bullying; parents of students are contacted

If not bullying, has there been substantial disruption of the instructional program or operations at the school?

YES
Refer to: Board policy, Student Handbook, Code of Conduct

YES
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The behavior is determined to be other than bullying

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YES
Refer to Board policy AC

The behavior is determined to be other than bullying

YES
Refer to Board policy AC

Respond TO REPORT OF INCIDENT OF BULLYING (complete Responding Form)
Interview the victim
Interview the people who allegedly bullied
Identify witnesses
Review evidence

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Chart Updated October 2016