

# LaVilla School of the Arts

## **Bullying Policy and Procedures 2010-2011**

*(in accordance with the Duval County School Board policy)*

**What is bullying?** According to state law, bullying is *“systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees.”* It is further defined as *“unwanted, purposeful, and repeated written, verbal, nonverbal, electronic, or physical behavior by a student or adult, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably interfere with the individual’s school performance or participation; and is often characterized by an imbalance of power.”*

### **What is done about bullying in this school?**

- 1. Bullying is investigated when an incident occurring at school is reported. A report can be made by completing a Bullying Report Form available from the front office or house administration. Reports can be filed anonymously, though formal disciplinary action cannot be taken solely on the basis of an anonymous report.**
- 2. All bullying reports must be filed in a timely manner, and once reported, the administrator/designee will notify the parents of all students involved in a similar timely manner.**
- 3. Once a formal report has been filed and the parents notified, the student (s) will be referred to a school intervention person/team.**
- 4. An administrator or designee will investigate the report of bullying, and will make efforts to interview, separately, all parties allegedly involved; during this process, the school will attempt to maintain confidentiality.**
- 5. During the course of the investigation, the administrator/designee must determine if the incident occurred within the school’s jurisdiction. *Incidents occurring at a bus stop or en route to and from school, and incidents involving cyber bullying outside of school hours/off school grounds do not fall within school jurisdiction.***
- 6. Once the investigation has been completed, if any Code of Conduct violations are found to have occurred, the administrator or designee will process those violations with appropriate disciplinary consequences. If it is determined that criminal charges may be pursued, law enforcement agencies will be notified.**