

## Anti-Bullying Policy

### CPC Behavioral Healthcare -- High Point Schools Anti-Bullying Policy

#### Summary of Anti-Bullying Policy

##### Definition

"Harassment or bullying" is any gesture or written, verbal, graphic, or physical act (including electronically transmitted acts – i.e. internet, cell phone, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression; or a mental, physical, or sensory disability or impairment; or by any other distinguishing characteristic. It is an unwanted aggressive act that may involve a real or perceived power imbalance. Such behavior is considered harassment or bullying whether it takes place on or off school property, at any school-sponsored function, or in a school vehicle.

“Harassment” is conduct directed at one or more students that meets all of the following criteria:

- interferes with educational opportunities, benefits, or programs of one or more students;
- negatively affects the ability of a student to participate in or benefit from the school’s educational programs or activities
- is based on a student’s actual or perceived characteristics or is based on an association with another person who has or is perceived to have any of these characteristics.

**“Bullying” is conduct directed at one or more students that meets all of the following criteria:**

- interferes with educational opportunities, benefits, or programs of one or more students;
- adversely affects the ability of a student to participate in or benefit from the school’s educational programs or activities by placing the student in reasonable fear of physical harm or by causing emotional distress; and,
- is based on a student’s actual or perceived distinguishing characteristic or is based on an association with another person who has or is perceived to have any of these characteristics.
- It is an unwanted aggressive act that may involve a real or perceived power imbalance.

## **Expectations**

CPC-Behavioral Healthcare's High Point Schools:

1. Is dedicated to students and staff and to producing an atmosphere that encourages students to grow in self-discipline, respect for self and others, as well as the school and community property.
2. Expects students to conduct themselves with a proper regard for the rights and welfare of other students and members of the school community.
3. Believes that the best discipline is self-imposed. Staff members shall apply best practices designed to prevent discipline problems and encourage students' abilities to grow in self-discipline. Staff are expected to use disciplinary situations as opportunities for helping students learn to assume responsibility for their behavior and the consequences of their behavior.
4. Prohibits both active and passive support for acts of harassment or bullying, since bystander support of harassment or bullying can support these behaviors. The staff should encourage students to support students who walk away from these acts and report them to the designated authority or who constructively stop such acts.

## **Discipline and Consequences**

Consequences and appropriate remedial actions for a student or staff member who commits one or more acts of harassment or bullying may range from positive behavioral interventions up to and including suspension or expulsion, in the case of a student, or suspension or termination in the case of an employee.

Consequences for a student who commits an act of harassment or bullying shall be unique to the individual incident and will vary in method and severity according to the nature of the behavior, the developmental age of the student, the student's history of problem behaviors and performance, and the nature of the student's disability. It must be consistent with CPC-High Point School's approved code of student conduct and when appropriate, in consultation with the sending district IEP teams. Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the behavior, and protect the victim of the act.

CPC-Behavioral Healthcare's High Point School prohibits reprisal or retaliation against any person who reports an act of harassment or bullying and prohibits any person from falsely accusing another of harassment or bullying.

## **Cyber-Bullying**

CPC-High Point School prohibits acts of cyber-bullying by its students through CPC-High Point School owned, operated, and supervised technologies. This includes the use of electronic information and communication devices, and is not limited to e-mail messages, instant messaging, text messaging, cellular telephone communications, internet blogs, internet chat rooms, internet postings and defamatory websites, that:

- Deliberately threaten, harass, or intimidate an individual or group of individuals; or

- Place an individual in reasonable fear of harm or damage to the individual's property;
- or
- Has the effect of substantially disrupting the orderly operation of the school.

### **Discipline and Consequences**

Consequences and appropriate remedial actions for students who commit an act of cyber-bullying range from positive behavioral interventions up to and including suspension or expulsion.

Retaliation and false accusations are prohibited and will be met with the same consequences outlined in the overall anti-bullying policy.

Some acts of cyber-bullying may be isolated incidents requiring the school to respond appropriately to the individual committing the acts. Other acts may be so serious or part of a larger pattern of cyber-bullying that require a response either at the classroom, school building level, or by law enforcement officials.

## **CPC Behavioral Healthcare-High Point School ANTI-BULLYING POLICY**

### **Statement of Policy**

CPC-Behavioral Healthcare's High Point School prohibits acts of harassment or bullying. CPC-Behavioral Healthcare's High Point School has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment. Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of administrators, faculty, and staff to provide positive examples for student behavior.

"Harassment or bullying" is any gesture or written, verbal, graphic, or physical act (including electronically transmitted acts – i.e. internet, cell phone, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression; or a mental, physical, or sensory disability or impairment; or by any other distinguishing characteristic. It is an unwanted aggressive act that may involve a real or perceived power imbalance. Such behavior is considered harassment or bullying whether it takes place on or off school property, at any school-sponsored function, or in a school vehicle.

## **Definitions**

“Harassment” is conduct that meets all of the following criteria:

- is directed at one or more students;
- substantially interferes with educational opportunities, benefits, or programs of one or more students;
- adversely affects the ability of a student to participate in or benefit from the school’s educational programs or activities because the conduct, as reasonably perceived by the student, is so severe, pervasive, and objectively offensive as to have this effect; and,
- is based on a student’s actual or perceived distinguishing characteristic (see above), or is based on an association with another person who has or is perceived to have any of these characteristics.

**“Bullying” is conduct that meets all of the following criteria:**

- is directed at one or more students;
- substantially interferes with educational opportunities, benefits, or programs of one or more students;
- adversely affects the ability of a student to participate in or benefit from the school’s educational programs or activities by placing the student in reasonable fear of physical harm or by causing emotional distress; and,
- is based on a student’s actual or perceived distinguishing characteristic (see above), or is based on an association with another person who has or is perceived to have any of these characteristics.
- It is an unwanted aggressive act that may involve a real or perceived power imbalance.

CPC-Behavioral Healthcare’s High Point School expects students to conduct themselves in a manner in keeping with their levels of development, maturity, and demonstrated capabilities with a proper regard for the rights and welfare of other students and members of the school community.

CPC-Behavioral Healthcare’s High Point School believes that standards for student behavior must be set cooperatively through interaction among the students, parents and guardians, staff, and community members, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school and community property on the part of students, staff, and community members.

## **Discipline and Consequences**

CPC-Behavioral Healthcare’s High Point School believes that the best discipline is self-imposed, and that it is the responsibility of staff to use disciplinary situations as opportunities for helping students learn to assume responsibility for their behavior and the consequences of their behavior.

Staff members who interact with students shall apply best practices designed to prevent discipline problems and encourage students' abilities to grow in self-discipline. Since bystander support of harassment or bullying can support these behaviors, CPC- Behavioral Healthcare's High Point School prohibits both active and passive support for acts of harassment or bullying. The staff should encourage students to support students who walk away from these acts when they see them, constructively attempt to stop them, or report them to the designated authority.

CPC-Behavioral Healthcare's High Point School requires its school administrators to develop and implement procedures that ensure both the appropriate consequences and remedial responses to a student or staff member who commits one or more acts of harassment or bullying. The following factors, at a minimum, shall be given full consideration by school administrators in the development of the procedures for determining appropriate consequences and remedial measures for each act of harassment or bullying.

### **Factors for Determining Consequences**

- Age, development, and maturity levels of the parties involved
- Nature of disability
- Degree of harm
- Surrounding circumstances
- Nature and severity of the behavior(s)
- Incidences of past or continuing pattern(s) of behavior
- Relationship between the parties involved
- Context in which the alleged incident(s) occurred

### **Factors for Influencing Remedial Measures-Personal**

- Life skill competencies
- Social relationships
- Strengths
- Talents
- Traits/
- Interests
- Hobbies
- Classroom comportment
- Academic performance/engagement

## **Factors for Influencing Remedial Measures-Environmental**

- School culture
- School climate
- Student-staff relationships and staff behavior toward the student
- General staff management of classrooms or other educational environments
- Staff ability to prevent and de-escalate difficult or inflammatory situations
- Social-emotional and behavioral supports
- Social relationships
- Community activities
- Neighborhood culture/
- Family situation
- Consultation with sending district IEP teams

Consequences and appropriate remedial actions for a student or staff member who commits one or more acts of harassment or bullying may range from positive behavioral interventions up to and including suspension or expulsion, in the case of a student, or suspension or termination in the case of an employee, as set forth in CPC-High Point school's approved code of student conduct or employee handbook.

Consequences for a student who commits an act of harassment or bullying shall be unique to the individual incident and will vary in method and severity according to the nature of the behavior, the developmental age of the student, the student's history of problem behaviors and performance, and the nature of the student's disability. It must be consistent with CPC-High Point School's approved code of student conduct and when appropriate, in consultation with the sending district IEP teams. Remedial measures shall be designed to: correct the problem behavior; prevent another occurrence of the behavior; and protect the victim of the act. Effective discipline should employ a school-wide approach to adopt a rubric of bullying offenses and the associated consequences. The consequences and remedial measures may include, but are not limited to, the examples listed below:

### **Examples of Consequences**

- Admonishment
- Temporary removal from the classroom
- Loss of privileges
- Administrative detention
- Referral to disciplinarian/focus team behavior conference
- In-school suspension

- Out-of-school suspension
- Legal action
- Expulsion or termination

### **Examples of Remedial Measures-Personal**

- Restitution and restoration
- Transformative conferencing/restorative justice
- Support group
- Corrective instruction or other relevant learning or service experience
- Supportive discipline to increase accountability for the bullying offense
- Supportive interventions, including focus on the development of social and problem-solving skills.
- Behavioral assessment or evaluation, including specialized individual or group counseling
- Behavioral management plan, with benchmarks that are closely monitored
- Involvement of school disciplinarian
- Student counseling/therapy/treatment
- Parent conferences

### **Examples of Remedial Measures-Environmental (Classroom or School-Wide)**

- School and community surveys or other strategies for determining the conditions contributing to harassment, intimidation, or bullying
- School culture change
- School climate improvement
- Adoption of research-based, systemic bullying prevention programs
- School policy and procedure revisions
- Modifications of schedules
- Adjustments in hallway traffic
- Modifications in student routes or patterns traveling to and from school
- Targeted use of monitors (e.g., hallway, gym)
- General professional development programs for certificated and noncertificated staff

- Professional development plans for involved staff
- Large or small group educational presentations to students and staff
- Disciplinary action for school staff who contributed to the problem/
- Parent conferences
- Family counseling
- Involvement of community-based organizations
- Development of a general bullying response plan
- Law enforcement involvement (e.g., local juvenile officer)

Anti-bullying Coordinator, Anti-bullying Specialist and School Safety/Climate Team

The School Director shall appoint an anti-bullying coordinator and anti-bullying Specialist who shall be responsible for coordinating and strengthening the school's policies to prevent, identify and address the harassment, intimidation, or bullying of students. A school safety/climate team shall be formed to develop, foster, and maintain a positive school climate by focusing on the on-going, systemic operational procedures and education practices in the school and to address issues such as harassment, intimidation or bullying that affect school climate and culture.

### **Reporting Procedure and Investigation**

CPC-Behavioral Healthcare's High Point School requires the principal and/or the principal's designee at each school to be responsible for receiving complaints alleging violations of this policy. All school employees are required to report alleged violations of this policy to the principal or the principal's designee. All other members of the school community, including students, parents, and visitors, are encouraged to report any act that may be a violation of this policy. Reports may be made anonymously, but formal disciplinary action may not be based solely based on an anonymous report.

CPC-Behavioral Healthcare's High Point School requires the principal and/or the principal's designee to be responsible for determining whether an alleged act constitutes a violation of this policy. If the determination of a HIB is made, the anti-bullying Specialist, in coordination with the principal shall conduct a prompt, thorough, and complete investigation of each alleged incident. The investigation is to be completed within ten school days after a report or complaint is made.

The principal or his or her designee will inform the parents and sending districts of all students in alleged incidents of the outcome of the investigation. The principal shall take into account the circumstances of the incident when providing notification to parents of all student involved in the reported incident and when conveying the nature of the incident, including the actual or perceived protected category motivating the alleged offense.

## **Reprisal or Retaliation Prohibited**

CPC-Behavioral Healthcare’s High Point School prohibits reprisal or retaliation against any person who reports an act of harassment or bullying. The consequences and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act.

## **Consequences of False Accusation**

CPC-Behavioral Healthcare’s High Point School prohibits any person from falsely accusing another as a means of harassment or bullying. The consequences and appropriate remedial action for a person found to have falsely accused another as a means of harassment or bullying may range from positive behavioral interventions up to and including suspension or expulsion. Consequences and appropriate remedial action for a school employee found to have falsely accused another as a means of harassment or bullying shall be disciplined in accordance with school policies, procedures, and agreements.

CPC-Behavioral Healthcare’s High Point School requires its administration to annually disseminate the policy to all school staff, students, and parents, along with a statement explaining that it applies to all applicable acts of harassment and bullying that occur on school property, at school-sponsored functions, or on a school bus. The chief school administrator shall develop an annual process for discussing the school’s policy on harassment and bullying with students and staff.

CPC-Behavioral Healthcare’s High Point School shall incorporate information regarding the policy against harassment or bullying into each school employee training program and handbook.

## **Cyber-Bullying**

### **Statement of Policy**

A safe and civil environment in school is necessary for students to learn and achieve academic standards. Cyber-bullying by a student at CPC-High Point School directed toward another CPC-High Point School student or staff member is conduct that disrupts both a student’s ability to learn and a school’s ability to educate its students in a safe environment.

CPC-High Point school prohibits acts of cyber-bullying by its students through High Point School owned, operated and supervised technologies. The Principal or his or her designee may report allegation of cyber-bullying to law enforcement authorities.

### **Definitions**

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

Deliberately threatens, harasses, intimidates an individual or group of individuals; or Places an individual in reasonable fear of harm to the individual or damage to the individual's property; or has the effect of substantially disrupting the orderly operation of the school.

“CPC-High Point School owned, operated or supervised technologies” includes any computer, networking system, electronic equipment or any other equipment or device that may be used by a person to communicate to another which is owned leased, operated or under the control or supervision of CPC– High Point School and/or its staff.

### **Reporting Procedure and Investigation**

Any student or school staff member who believes he or she has or is being subjected to cyber-bullying initiating on school grounds, as well as any person who has reason to believe a student or school staff member has knowledge or reason to believe another student or school staff member is being subjected to or has been subjected to cyber-bullying initiating on school grounds shall immediately make a report to the Principal or his or her designee.

The anti-bullying specialist in conjunction with the principal shall investigate all reports of such conduct. If the investigation results indicate cyber-bullying was not committed, the Principal or his or her designee will inform the affected parties of the investigation results. In the event the investigation results indicate cyber-bullying was committed by a student on school grounds and/or using school technologies, the student will be subjected to appropriate discipline.

In the event that the alleged cyber-bullying was committed by a student off school grounds (school bus, home), the anti-bullying specialist will notify the sending district of the alleged victim so that they may initiate the investigation with the support of High Point school staff. The sending district will determine the best practice for completing the investigation.

### **Discipline and Consequences**

Some acts of cyber-bullying may be isolated incidents requiring the school to respond appropriately to the individual committing the acts. Other acts may be so serious or part of a larger pattern of cyber-bullying that require a response either at the classroom, school building level or by law enforcement officials.

In addition, school authorities have the right to impose a consequence on a student for conduct away from school grounds, including on a school bus or at a school sponsored function pursuant to N.J.A.C. 6A:16-7-6. This authority shall be exercised only when it is reasonably necessary for the student's physical or emotional safety, security and well-being or for reason relating to the safety, security and well-being of other students, staff or school grounds, pursuant to N.J.S.A. 18A:25-2 and 18A:37-2. This authority shall be exercised only when the conduct, which is the subject of the proposed consequence, materially and substantially interferes with the requirements of appropriate discipline in the operation of the school

Consequences and appropriate remedial actions for students who commit an act of cyber-bullying range from positive behavioral interventions, up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1, Discipline of Pupils.

Prevention and intervention techniques to prevent cyber-bullying and to support and protect victims shall include appropriate strategies and activities as determined by the Principal or program administrator or his or her designee.

### **Reprisal or Retaliation Prohibited**

The school prohibits reprisal or retaliation against any person who reports an act of cyber-bullying. The consequences and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the Principal or his or her designee after consideration of the nature and circumstances of the act, in accordance with case law, federal and state statutes and regulations and CPC-High Point School policies and procedures.

### **Consequences of False Accusation**

Consequences and appropriate remedial action for a student found to have falsely accused another of an act of cyber-bullying range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1 – Discipline of Pupils. Consequences and appropriate remedial action for a school employee found to have falsely accused another of an act of cyber-bullying shall be disciplined in accordance with CPC-High Point School policies and procedures.

### **Policy Publication**

This policy will be disseminated annually to all school staff, students, parents and legal guardians.