

Policy and Guidance for Prohibiting Harassment, Intimidation, and Bullying

In accordance with N.J.S.A. 18A:37-15 and N.J.A.C. 6A:16-7.9 requirements for all New Jersey Schools

Providing a safe school environment for our students is of the utmost importance for the Golden Door Charter School. The Golden Door School board of trustees prohibits acts of harassment, intimidation or bullying of a student. A safe and civil environment in school is necessary for students to learn and achieve high academic standards; harassment, intimidation 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 and disciplined environment. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect and refusing to tolerate harassment, intimidation or bullying.

Definition

The Golden Door Charter School board of trustees establishes that "harassment, intimidation or bullying" means any gesture or written, verbal or physical act, or any use of electronic communication (N.J.S.A. 18A:37-15.1) that takes place on school property or at any school-sponsored function and that:

- a) is motivated by race, color, religion, national origin, gender, sexual orientation, gender identity, or mental, physical or sensory disability; or,
- b) a reasonable person should know, under the circumstances, that the act(s) will have the effect of harming a student or damaging the student's property, or placing a student in reasonable fear of harm to self or property; or
- c) has the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

Expected Behaviors

The Golden Door Charter School board of trustees expects students to conduct themselves according to their levels of development and maturity, with a proper concern for the rights and welfare of other students and school staff, school facilities and equipment, consistent with the code of student conduct.

Consequences and Remediation

The Golden Door Charter School board of trustees requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation or bullying, consistent with the code of student conduct, and the consequences and remedial responses for staff members who commit one or more acts of harassment, intimidation or bullying. The following factors at a minimum will be given full consideration by school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation or bullying of students. Appropriate consequences and remedial actions are those that are graded according to

the severity of the offenses; consider the developmental ages of the student offenders and students' histories of inappropriate behaviors, per the code of student conduct.

The following consequence and remedial measures will be strictly enforced.

- 1st offense:
- 1) Student sent to the office
 - 2) Parent notified
 - 3) 1-3 day suspension or longer, depending on the severity of the offense
 - 4) Mandatory meeting with the parent/guardian, student and administrator
 - 5) Restitution will be established
 - 6) Corrective instruction provided by administrator or counselor

- 2nd offense:
- 1) Student sent to the office
 - 2) Parent notified
 - 3) 3-5 day suspension or longer, depending on the severity of the offense
 - 4) Mandatory meeting with the parent/guardian, student and administrator
 - 5) A "no-contact" contract will be established
 - 6) Behavior management plan will be established and closely monitored
 - 7) Referral to school counselor
 - 7) Restitution will be established

- 3rd offense;
- 1) Student sent to the office
 - 2) Parent notified
 - 3) 5-10 day suspension or longer, depending on the severity of the offense
 - 4) Mandatory meeting with the parent/guardian, student and administrator
 - 5) Behavioral assessment or evaluation with referral to Child Study Team
 - 6) Notification of the behavior to the board of trustees
 - 7) Restitution will be established

Remedial Environmental Measures

- 1) School surveys will be taken annually to determine the conditions contributing to harassment, intimidation or bullying
- 2) School policy and procedures revisions on an annual basis
- 3) Small or large group presentations will take place to fully address the behaviors and the responses to the behaviors
- 4) General professional development programs for certificated and non-certificated staff will be recommended
- 5) Disciplinary action for school staff who contributed to the problem
- 6) Family counseling may be recommended
- 7) Law enforcement (e.g. juvenile officer) may be asked to be involved

Reporting

The Golden Door Charter School board of trustees requires the principal and/or the vice principal to be responsible for receiving complaints alleging violations of this policy. All school employees as well as all other members of the school community, including students, parents, volunteers and visitors, are required to report alleged violations of this policy to the principal or

the vice principal. Reporting may be anonymous, but formal action against violators of the policy will require a written, verbal or electronically transmitted report of the alleged incident.

Investigation

The Golden Door Charter School board of trustees requires the principal and or the assistant principal to be held responsible for determining whether an alleged act constitutes a violation of this policy. In doing so, the principal and/or the assistant principal shall conduct a thorough and complete investigation of each alleged incident.

Response to Harassment, Intimidation or Bullying

The Golden Door Charter School board of trustees recognizes that some acts of harassment, intimidation or bullying may be isolated incidents requiring that the school officials respond appropriately to the individuals committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation or bullying that they require a response either at the classroom or school building or by law enforcement officials. Consequences and appropriate remedial actions for a student who commits an act of harassment, intimidation or bullying may 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 and as set forth in N.J.A.C. 6A: 16-7.2, Short-term suspensions, N.J.A.C. 6A: 16-7.3, Long-term Suspensions and N.J.A.C. 6A: 16-7.5.

In considering whether a response beyond the individual is appropriate, the administrator shall consider the nature and circumstances of the act, the degree of harm, the nature and severity of the behavior, past incidences or past or continuing patterns of behavior, and the context in which the alleged incident occurred. Institutional (i.e., classroom, school building) responses can range from school and community surveys to mailings, to focus groups, to adoption of research-based bullying prevention program models, to training for certificated and non-certificated staff, to participation of parents and other community members and organization, to small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions, and to the involvement of law enforcement officers.

Reprisal/Retaliation

The Golden Door Charter School board of trustees prohibits reprisal or retaliation against any person who reports and act of harassment, intimidation or bullying. The administrator shall determine the consequences and appropriate remedial action for a person who engages in reprisal or retaliation after consideration of the nature, severity and circumstances of the act.

Accurate Reporting

The Golden Door Charter School board of trustees prohibits any person from falsely accusing another as a means of harassment intimidation or bullying. Students who violate this policy will be subject to administrative action in accordance with the School's Code of Civility.

The Golden Door Charter School's H.I.B. Policy is available in the School Parent/Teacher handbook, on the school website and hardcopies are available in the administrative offices.