Bully Prevention Consideration Checklist

Not an all-inclusive checklist but a list of discussion points to consider

◊ Make certain school district officials publish the school board's revised bullying/harassment policy on the district's website and offer to provide hard copies of the policy to any school community stakeholders who request one. (Be certain that the new definition and appropriate board policies are in place.)

◊ Conduct staff update training on the school district's bullying/harassment policy before schools start each year. Include Certified and Classified staff members.

◊ Send a copy of the bullying policy home to all parents/guardians.

◊ Conduct assemblies to review the bullying/harassment policy and reiterate how to report bullying offenses.

◊ Give each child a copy of the policy and provide instructions on how to report a bullying incident.

◊ Describe what steps will be taken by school officials when a report is received or when a staff member witnesses a child being bullied or harassed.

◊ Run PSA announcements (via the schools PA system) at least once per month that deal with enhancing a Bully-Free environment. (check on-line PSA's and YouTube offerings.)

◊ Have multiple drop boxes available throughout the school. Monitor the boxes every 3 hours.

◊ Display Anti-Bullying posters throughout the school in high profile/traffic areas.

◊ Have student/teacher (advisor/advisee) meetings quarterly.
Ask students privately or by survey, if anyone is bothering (bullying or harassing) them.

◊ Consider implementing an "after-school hours" bullying tip-line. (Simply use a school line and add an answering machine service to it.)

◊ Consider subscribing to the Kentucky Center for School Safety's STOP on-line tip line.

◊ Ask local Chamber of Commerce to distribute literature throughout its membership acknowledging that bullying/harassment is a community threat both in the schools and neighborhoods.

For More Information
Kentucky Center for School Safety

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◊ Have local media outlets run PSA's on having a bully-free community

◊ Publish parent/guardian responsibilities, making certain they understand that:

  ◊ 80% of the bullying takes place electronically—usually on the Internet (Facebook, etc. and/or texting.)

  ◊ Non-electronic bullying usually takes place behind the backs of adults

  ◊ School officials are reliant on the victims or parents reporting the non-observed bullying incidents.

  ◊ There is a difference between bullying and peer conflict.

  ◊ The Family Educational Rights Privacy Act (FERPA) restricts school officials from discussing a child's behavior with anyone but the child's parent/guardian.

  ◊ Bullying is a community problem. It can happen in the school or in the neighborhood.

  ◊ Parents need to monitor their child's activities on the Internet, social networks and their child's cell phone text messages…a minimum of once a week.

◊ <u>If your board attorney approves</u>, consider surveying students at the beginning of the school year regarding whom they either have been bullied by or who they perceive is a bully. (This is somewhat controversial. Use caution…but has worked in some school districts.) If this strategy is utilized, after the survey is collected, complete the following steps:

  ◊ Meet with those students whose names appeared on the list.

  ◊ Call parents of those identified as would-be bullies.

  ◊ Send home an additional copy of the bullying policy and have it signed by parents/guardians and returned.

  ◊ Work with the alleged-bully's parents and provide them with strategies on how to work both within the school environment and out in the community.

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