

## ANTI-BULLYING/HARRASSMENT

The Viborg-Hurley School District is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. To that end, the District has in place policies, procedures, and practices that are designed to reduce and eliminate bullying and harassment as well as processes and procedures to deal with incidents of bullying and harassment. Bullying and harassment of students by students, school employees, and volunteers who have direct contact with students will not be tolerated in the school or school district.

- 1) Who this policy affects. This policy applies to all students, faculty, staff, administration, and volunteers of the District. "Volunteer" means an individual who has regular, significant contact with students.
- 2) What is prohibited? The District prohibits harassment, bullying, hazing, or any other victimization of students, based on any actual or perceived traits or characteristics of the student including: race, color, creed, sex, national origin, religion, age, disability or sexual orientation.
  - a) Harassment and Hazing Defined. Harassment and bullying includes any electronic, written, verbal, or physical act or conduct toward a student which is based on any actual or perceived trait or characteristic of the student and which creates an objectively hostile school environment that meets one or more of the following conditions:
    - i) Places the student in reasonable fear of harm to the student's person or property;
    - ii) Has a substantially detrimental effect on the student's physical or mental health;
    - iii) Has the effect of substantially interfering with the student's academic performance; or
    - iv) Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.
  - b) Cyber Bullying Prohibited. The term electronic as used in section 1 means any communication involving the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means. "Electronic" includes but is not limited to communication via electronic mail, internet-based communications, pager service, cell phones, electronic text messaging, or similar technologies.
  - c) Examples. Harassment and bullying may include, but are not limited to, the following behaviors and circumstances:
    - i) Verbal, nonverbal, physical, written communication or other activity that has the purpose or effect of causing injury, discomfort, fear, or suffering to the victim;
    - ii) Repeated remarks of a demeaning nature that have the purpose or effect of causing injury, discomfort, fear, or suffering to the victim;
    - iii) Implied or explicit threats concerning one's grades, achievements, property, etc. that have the purpose or effect of causing injury, discomfort, fear, or suffering to the victim;
    - iv) Demeaning jokes, stories, or activities directed at the student that have the purpose or effect of causing injury, discomfort, fear, or suffering to the victim; and/or
    - v) Unreasonable interference with a student's performance or creation of an intimidating, offensive, or hostile learning environment.
  - d) Victimization by school officials, staff, and volunteers. In situations between students and school officials, faculty, staff, or volunteers who have direct contact with students, bullying and harassment may also include the following behaviors:
    - i) Requiring that a student submit to bullying or harassment by another student, either explicitly or implicitly, as a term or condition of the targeted student's education or participation in school programs or activities; and/or
    - ii) Requiring submission to or rejection of such conduct as a basis for decisions affecting the student.
- 3) Scope. This policy is in effect while students or employees are on property within the jurisdiction of the District; while in school-owned or school-operated vehicles; while attending or engaged in

school-sponsored activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school or school district.

- 4) Investigation. The District will promptly and reasonably investigate all allegations of bullying or harassment consistent with procedures developed by the superintendent. Depending upon the circumstances, the building principal, assistant principal or school counselor will be responsible for handling all complaints by students or employees alleging bullying or harassment.
- 5) Violation by Student. If, after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures including suspension and expulsion.
- 6) Violation by Employee. If, after an investigation, a school employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures including termination.
- 7) Violation by Volunteer. If, after an investigation, a school volunteer is found to be in violation of this policy, the volunteer shall be subject to appropriate measures including exclusion from school grounds.
- 8) Retaliation, False Reporting, Prohibited. Retaliation against a person because the person has filed a bullying or harassment complaint or participated in a harassment investigation or proceeding is prohibited. An individual who knowingly files a false harassment complaint and a person who gives false statements in an investigation shall be subject to discipline by appropriate measures, as shall a person who is found to have retaliated against another in violation of this policy. A student found to have retaliated in violation of this policy shall be subject to measures including suspension and expulsion. A school employee found to have retaliated in violation of this policy shall be subject to measures including termination of employment. A school volunteer found to have retaliated in violation of this policy shall be subject to measures including exclusion from school grounds. Individuals who knowingly file a false complaint may be subject to appropriate disciplinary action including suspension or expulsion.
- 9) Publication. This policy shall be published annually. The policy may be publicized by the following means:
  - a) Inclusion in the student handbook
  - b) Inclusion in the employee handbook
  - c) Inclusion in the registration materials
  - d) Inclusion on the school or school district's website and a copy shall be made to any person at the school district administrative office.
- 10) Documentation. All documentation associated with a complaint shall be maintained by the building principal for a period of three years.