

SIGNATURE SCHOOL ANTI-BULLYING POLICY/POLICY PROHIBITING BULLYING 2023-2024

Signature School takes a proactive stance in creating a safe learning environment for all of our students. Respect, tolerance, and an appreciation of diversity are embedded in our curriculum and in our school climate. Incoming new students undergo an orientation during which they learn Signature's expectations for treating others with respect. Signature School has incorporated character education into its curriculum with Resource block, AP Seminar, and through the International Baccalaureate Programme.

Signature School prohibits and will not tolerate bullying whether it be verbal, physical or by way of the Internet (computer, cell phone, Twitter, Facebook, Instagram, Snapchat, and any other form of social media).

In cases where Signature School administrators, faculty and staff have knowledge that this policy is being violated, they will take appropriate action to prevent such misconduct. The administration, faculty and staff are committed to providing a safe environment for all Signature students and will take action in response to any known instance of bullying.

Bullying Prevention/Education

- Signature School's Anti-Bullying Committee is a subcommittee of the School Safety Committee. This committee revises or updates the Policy Prohibiting Bullying.
- In-service training and professional development opportunities are provided to the staff to make them aware of the characteristics of bullying and to enhance the staff's understanding of bullying.
- The school conducts class meetings to help students understand what behaviors constitute bullying, the school's no-tolerance policy of bullying, and procedures for dealing with bullying.
- School rules and guidelines concerning bullying are discussed in an all-school meeting. Students are informed of the school's expectations for behavior and range of discipline against students who violate this policy. Copies of the school rules and guidelines and the anti-bullying policy are sent home with students. Parents and students are required to sign a receipt to confirm that they have received, read and understand these rules. The signed receipts are kept on file in the office.

I. Indiana Code

IC 20-33-8-0.2

Indiana law defines "bullying" as overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or other behaviors, that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile school environment that:

- (1) places the targeted student in reasonable fear of harm to the targeted student's person or property;**
- (2) has a substantially detrimental effect on the targeted student's physical or mental health;**
- (3) has the effect of substantially interfering with the targeted student's academic performance, or;**

(4) has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.

Bullying is verbal, emotional, or physical behavior intentionally directed toward others that is meant to be detrimental to their mental or physical well-being.

Examples of bullying behaviors include:

1. **Verbal/Written:** name calling, teasing, taunting, racist or bigoted remarks, insults, sexual remarks, including electronic comments or photographs
2. **Emotional:** intimidating, humiliating, excluding, and threatening
3. **Physical:** pushing, shoving, hitting, tripping, kicking, inappropriate touching

II. Procedures for Reporting Bullying Incident/Behavior

- A. Students and/or staff must report suspected bullying to the appropriate authority.
 1. This may include a teacher, the Director of Student Services, and the Executive Director.
 2. All reports of bullying will be investigated by the school administration immediately.
 3. All students involved in the alleged incident will be talked to separately, and parents will be notified, as necessary.
- B. Consequences for Bullying (may include but are not limited to):
 1. Teacher/student conference
 2. Parent conference with Executive Director or her designee
 3. Suspension
 4. Expulsion
 5. Follow-up conference to determine that the situation has been resolved
 6. Meeting with counselor

The Policy Prohibiting Bullying adopted by Signature School applies when a student is:

1. on school grounds immediately before or during school hours, immediately after school hours, or at any other time when the school and its grounds are being used by a school group; or
2. off school grounds at a school-sponsored activity, function, or event; or
3. traveling to or from school or a school-sponsored activity, function or event; or
4. entering the school and its grounds or using equipment owned, leased or provided by the school.

The above section may not be construed to give rise to a cause of action against a person or school based on an allegation of noncompliance with this section. Noncompliance with this section may not be used as evidence against a school in a cause of action.