

## **Anti-Bullying Policy**

### Definitions

“Bullying” or “harassment” is any gesture or written, verbal, graphic, or physical act that is reasonably perceived as substantially interfering with educational opportunities, dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear of physical harm or emotional distress. This definition includes any form of retaliation or false accusation against someone who reports suspected bullying. [5b]

“Cyber bullying” is activity or communication online, via social media, or using other electronic means of communication which would constitute bullying if performed not using electronic communication.

“Investigator” means the principal or an individual designated by the principal as responsible for determining whether a report of bullying occurred. The principal’s designee may be a teacher, a member of the Bullying Task Force, if formed at the time of a Report, or other individuals as the principal deems appropriate.

“Report” means a formal request that an Investigator determine whether an incidence of bullying occurred. A Report must be in writing unless the reporting individual is excused by the principal and shall include a description of the event. A Report may be made anonymously. [5g]

### Policy

Bullying of any pupil at Grand Rapids Child Discovery Center, including cyber bullying, is prohibited regardless of its motivation. [5a] and [5c]

The principal is responsible for overseeing the implementation of this plan. [5d]

### Procedure for Reporting Bullying

The Bullying Policy shall be published on the Grand Rapids Child Discovery Center website. [5e]

A parent, pupil, teacher, or other interested party may provide a Report to the principal or to an individual designated for receiving such reports. Anonymous bullying reports are accepted.

### Procedure for Responding to a Report of Bullying

Upon receiving a Report, the investigator shall determine whether additional valuable information may be obtained by conducting an investigation, i.e., interviewing pupils, teachers, school staff, parents, or other interested individuals, reviewing other information or documentation available, etc. The principal or designee of the principal receiving the Report shall not disclose the identity of an individual providing a Report unless authorized to do so and shall maintain written reports in non-public storage spaces in order to prevent accidental disclosure of the reporting party. [5j]

If the Investigator determines that the Report requires an investigation, the Investigator shall endeavor to begin an investigation within five (5) school days of receiving the Report. [5h] After conducting an investigation, the Investigator shall submit an oral or written report to the principal or the principal’s designee detailing whether bullying occurred and recommending a course of action. This course may include disciplinary measures against the bullying party based on the severity of the bullying, the bullying party’s behavioral history, remorse, or other factors the Investigator deems appropriate. The

Investigator shall always seek the best interests of the children involved and should consider whether notifying the victim's parents or guardians or the bullying party's parents or guardians should be made aware of the incident which occurred. [5f]

#### Miscellaneous

Teachers are encouraged to familiarize themselves with their students' interactions with each other using electronic communication to understand how cyberbullying could occur and to relay such information to the principal or the principal's designee.

The principal shall periodically consider whether the school's Anti-Bullying should be supplemented by forming an anti-bullying task force, or whether teachers, administrative staff, students, volunteers, or other individuals need training on how to identify and respond to bullying.

The executive committee of Grand Rapids Child Discovery Center shall periodically, at least annually, request a report on Bullying, Reports, and Investigations. [5i]

This document was written by the Grand Rapids Child Discovery Center board with the intention of fulfilling the requirements of MCL Section 380.1310b, also known as the Matt Epling Safe School Law. Please contact the GRCDC board with comments or concerns.