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**ENFIELD PUBLIC SCHOOLS
ENFIELD, CONNECTICUT**

ANTI BULLYING

5131.9

The Enfield Board of Education promotes a secure and positive school climate, conducive to teaching and learning that is free from threat, harassment and any type of bullying behavior. Therefore, it shall be the policy of the Board that bullying of a student by another student is prohibited.

Bullying as defined in P.A. 08-160 refers to any overt acts by a student or groups of students directed against another student with the intent to ridicule, harass, humiliate or intimidate the other student while on school grounds, at a school sponsored activity, or on a school bus, which acts are committed more than once against any student during the school year. Bullying which occurs outside of the school setting may be addressed by the school officials only if such conduct markedly interrupts or severely impedes the day-to-day operation of the school.

Students who engage in any act of bullying, while at school, at any school function, or in connection to or with any district sponsored activity or event, are subject to appropriate disciplinary action up to and including suspension, expulsion, transfer to another school, and/or referral to law enforcement officials (Board Policy #5131).

A comprehensive approach, involving everyone in the schools and the community, to address bullying at all school levels is essential to reducing incidences of bullying. This approach will involve interventions at all levels, school wide, classroom and individual.

The District's approach in accordance with P.A. 08-160:

1. Students may submit anonymous report forms of bullying and written reports by parents or guardians. Report forms will be made available in each school;
2. Teachers and other school staff shall notify school administrators in writing of suspected acts of bullying they witness and students' report forms they receive. Report forms will be made available in each school;
3. Administration shall investigate parents' written report forms and review students' anonymous report forms, except that no disciplinary action shall be taken solely on the basis of an anonymous report;

Schools Shall:

4. Maintain a publicly available list of the number of verified bullying acts that occurred there, and within available appropriations, report such number to the Department of Education annually and in such manner prescribed by the Commissioner of Education;

- 51 5. Have prevention and intervention strategies, as defined by statute, for school
52 staff to deal with bullying, including language about bullying in student
53 codes of conduct and in all student handbooks;
54
- 55 6. Provide an annual review of this policy by all staff and to have an
56 intervention strategy for school staff to deal with bullying, including
57 language about bullying in student codes of conduct;
58
- 59 7. Notify parents or guardians of all students who commit any verified acts of
60 bullying and parents/guardians of students against whom such acts were
61 directed and invite them to attend at least one meeting. The notice shall be
62 simultaneously mailed to the parent/guardian with whom the student
63 primarily resides and to the other parent/guardian if requested. The notice
64 must describe the school's response and any consequences that may result
65 from further acts of bullying;
66
- 67 8. Develop case-by-case interventions for addressing repeated incidents of
68 bullying against a single individual or recurrently perpetrated bullying
69 incidents by the same individual that may include both counseling and
70 discipline. In addition, interventions and response actions to help the victim
71 of the bullying incident will be in place (counseling, peer support groups,
72 etc);
73
- 74 9. Notify students and parents or guardians annually of the process by which
75 they may make reports of bullying;
76
- 77 10. Identify appropriate school personnel responsible for taking a bullying report
78 and investigating the complaint;
79
- 80 11. Train staff in the methods of bully prevention during the District's staff
81 development.
82

83 The notification required pursuant to subdivision (7) shall include a description of
84 the response of school staff to such acts and any consequences that may result
85 from the commission of further acts of bullying. Any information provided under
86 this policy shall be provided in accordance with the confidentiality restrictions
87 imposed under the Family Educational Rights Privacy Act ("FERPA") and the
88 district's Confidentiality and Access to Student Information policy and regulations.
89

90 For purposes of this policy, **"Bullying"** shall mean any overt acts by a student or
91 group of students directed against another student with the intent to ridicule,
92 harass, humiliate, or intimidate the other student while on school grounds, on a
93 school bus, or at a school-sponsored activity, which acts are committed more than
94 once against any student during the school year.
95

96 For purposes of this policy, **"School-Sponsored Activity"** shall mean any activity
97 conducted on or off school property (including school buses and other school-
98 related vehicles) that is sponsored, recognized or authorized by the Board of
99 Education.

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For the purposes of this policy, “**Prevention and Intervention Strategy**” may include, but shall not be limited to:

1. Implementation of a positive behavioral interventions and supports process or another evidence-based model approach for safe school climate or for the prevention of bullying, including any such program identified by the Department of Education.
2. A school survey to determine the prevalence of bullying.
3. Establishment of a bullying prevention coordinating committee with broad representation to review the survey results and implement the strategy.
4. School rules prohibiting bullying, harassment and intimidation and establishing appropriate consequences for those who engage in such acts.
5. Adequate adult supervision of outdoor areas, hallways, the lunchroom and other specific areas where bullying is likely to occur.
6. Inclusion of grade-appropriate bullying prevention curricula in kindergarten through high school.
7. Individual interventions with the bully, parents and school staff, and interventions with the bullied child, parents and school staff.
8. School-wide training related to safe school climate.
9. Promotion of parent involvement in bullying prevention through individual or team participation in meetings, trainings and individual interventions.

Students who engage in bullying behavior shall be subject to school discipline up to and including expulsion in accordance with the Board's policies on student discipline, suspension and expulsion.

Effective July 1, 2009, this policy and the applicable regulations shall be included in the school district’s publication of the rules, procedures, and standards of conduct for schools and in all student handbooks.

Legal References: **Conn. Gen. Stat. § 10-222d**
 Conn. Gen. Stat. §§ 10-233a through 10-233f
 Public Act No. 08-160

Policy Adopted: **December 10, 2002**
Policy Revised: **November 25, 2008**

**ENFIELD PUBLIC SCHOOLS
ENFIELD, CONNECTICUT**

BULLYING REPORT FORM (PARENT/GUARDIAN/STUDENT)

The Enfield Board of Education promotes a secure and positive school climate, conducive to teaching and learning that is free from threat, harassment and any type of bullying behavior. Therefore, it shall be the policy of the Board that bullying of a student by another student is prohibited.

Bullying as defined in P.A. 08-160 and Board of Education Policy 5131.9 refers to any overt acts by a student or groups of students directed against another student with the intent to ridicule, harass, humiliate or intimidate the other student while on school grounds, at a school sponsored activity, or on a school bus, which acts are committed more than once against any student during the school year. Bullying which occurs outside of the school setting may be addressed by the school officials if it has a direct and negative impact on the student's academic performance or safety in school.

Complainant: *(student reports may be anonymous)* _____

Describe relationship to alleged victim(s)/bully(ies): _____

Home Address: _____

Work Address: _____

Home Phone: _____ Work Phone: _____

Date(s) of alleged incidents: _____

Location(s) of alleged incidents: _____

Name(s) of alleged bully(ies): _____

Name(s) of alleged victim(s): _____

List any witness(es): _____

Describe the incidents as clearly as possible, including such things as: what force or physical contact, if any was used and any verbal statements such as threats, requests, demands, etc. *(Attach additional pages if more space is needed.)*

I hereby certify that the information I have provided in this complaint is true, correct and complete to the best of my knowledge and belief.

Complainant Signature Date: _____

Received by: _____ Date: _____

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Revised: 11/25/08

Please attach to Bullying Investigation Report