

## **Prohibition Against Harassment, Intimidation, or Bullying**

SFA CHARTER SCHOOL strives to provide students and staff with a school environment free from harassment, intimidation and bullying.

Section 9.1. Dissemination of Policy. At the beginning of each school year, this policy will be disseminated to all students, parents, employees and volunteers. SFA CHARTER SCHOOL will also make information available to students about recognizing and preventing harassment, intimidation, or bullying.

Staff will receive training in harassment, intimidation, and bullying prevention, awareness, and reporting.

Section 9.2. Prohibition. SFA CHARTER SCHOOL explicitly prohibits harassment, intimidation, and/or bullying on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, gender expression, and/or religion. SFA CHARTER SCHOOL prohibits harassment, intimidation, or bullying in any form at school, school-related events, including off-campus events, school-sponsored activities, school buses or any event related to school business.

Section 9.3. Definition. Harassment, intimidation, or bullying means engaging in written or verbal expression, expression through electronic means, through the use of cell phones, or physical conduct that occurs on school property, at a school-sponsored or school-related activity, or in a vehicle operated by the school and that:

- a. has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property; or
- b. is sufficiently severe, pervasive, or persistent enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student.

Section 9.4. Reporting. SFA CHARTER SCHOOL encourages students who believe they are being subjected to harassment, intimidation, or bullying and students who have first-hand knowledge of such harassment, to report the matter promptly to any SFA CHARTER SCHOOL employee, adult volunteer, contractor, or agent who is not involved in the alleged harassment, intimidation or bullying. Students may also report any such incidents to the anonymous reporting box. Any SFA CHARTER SCHOOL employee, adult volunteer, contractor or agent who witnesses, overhears or receives a report, formal or informal, written or oral, of harassment, intimidation, or bullying shall report orally or in writing to CEO/Principal and Counselor or to the anonymous reporting box.

Section 9.5. CEO/PRINCIPAL Responsibilities. The CEO/PRINCIPAL shall take appropriate actions to ensure SFA CHARTER SCHOOL's Harassment, Intimidation and Bullying policy and procedures are enforced.

The CEO/PRINCIPAL, shall develop procedures to implement this policy that include:

- a. An absolute prohibition against harassment, intimidation, or bullying;
- b. A method to ensure initial and annual dissemination of this policy and associated procedures to all students, parents, teachers, administrators and all other SFA CHARTER SCHOOL employees, volunteers, contractors, and agents;
- c. Annually disseminating age-appropriate information to students on the recognition and prevention of harassment, intimidation, or bullying;
- d. Staff development training in harassment, intimidation, and bullying prevention, awareness, and reporting.

- e. Identification of school officials responsible for investigating reports and making decisions based on the outcome of the investigation;
- f. Procedures for reporting incidents and the immediate, appropriate, and impartial investigation of incidents which includes:
  - i. conducting interviews of students involved;
  - ii. conducting interviews of witnesses; and
  - iii. Investigating the circumstances of the incident, including events or incidents that preceded the incident;
- g. Prompt notification of the parents/guardians of all students involved, including notification to a parent or guardian of the alleged victim on or before the third business day after the date the incident is reported, and to a parent or guardian of the alleged bully within a reasonable amount of time after the incident;
- h. Procedures for resolving complaints that include proper application of consequences consistent with SFA CHARTER SCHOOL Code of Conduct and with consideration for University, state and federal IDEA requirements;
- i. Sets out available counseling options for a student who is a victim of harassment, intimidation, and/or bullying; and
- j. Sets out available counseling options for a student who engaged in conduct that was harassing, intimidating, and/or bullying.

If an investigation reveals that harassment, intimidation, or bullying has occurred, the CEO/PRINCIPAL must take prompt and effective steps reasonably calculated to end the harassment, eliminate any hostile environment and its effects, and prevent harassment from recurring. Any steps taken to remediate the situation should not penalize the student who was harassed, intimidated, and/or bullied.

Section 9.6. Consequences. Any person found to have engaged in harassment, intimidation, and/or bullying in violation of this policy may be subject to disciplinary action up to and including removal to the home campus. Disciplinary measures will not be taken against a student who, after an investigation, is found to be the victim of bullying, on the basis of that student's use of reasonable self-defense in response to the bullying. Any staff member who permits harassment, intimidation, or bullying of a student may be subject to disciplinary action up to and including termination of employment. Any staff member who receives complaints of harassment, intimidation, and bullying and does not act promptly or does not forward the complaint to the CEO/PRINCIPAL shall be subject to disciplinary action up to and including termination of employment.

Section 9.7. Retaliation Prohibited. SFA CHARTER SCHOOL prohibits retaliation against any person who in good faith reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in retaliation shall be determined by the administrator after consideration of the nature and circumstances of the act, in accordance with SFA CHARTER SCHOOL policies and procedures. Individuals who intentionally fabricate allegations of harassment, intimidation or bullying may be subject to disciplinary action in accordance with SFA CHARTER SCHOOL Code of Conduct and University policy.