

## **CNS Bullying Policy**

### Policy Statement:

According to 105 ILCS 5/27-23.7, bullying is prohibited in all school districts, charter schools, and non-public, non-sectarian elementary and secondary schools.

The school board of Carbondale New School prohibits acts of bullying of a student. The school board has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards. Bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior; treating others with civility and respect; and refusing to tolerate harassment, intimidation or bullying.

### Definition:

"Bullying"- includes cyber-bullying and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. causing a substantially detrimental effect on the student's or students' physical or mental health;
3. substantially interfering with the student's or students' academic performance; or,
4. substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

### Reporting:

- All school employees, volunteers and contracted service providers who have contact with students are required to verbally report alleged violations of this policy to the Carbondale New School Director ("Director") or the Director's appointed designee ("designee") as soon as possible after an incident was witnessed or reliable information regarding the occurrence of an incident was received. A written report of the incident shall also be submitted to the Director or designee as soon as possible after the submission of the verbal report. Contact information for the school includes email address: [director@carbodalenewschool.com](mailto:director@carbodalenewschool.com) and phone number: 618-457-4765.
- Students, parents and visitors of the school are encouraged to submit a written report of alleged violations of this policy to the Director or designee as soon as possible after an incident was witnessed or reliable information regarding the occurrence of an incident was received. Such a report may be made anonymously. Formal action for violations of the behavior expectations of the CNS parent and student handbook may not be taken solely on the basis of an anonymous report.
- Any school employee, volunteer or contracted service provider who promptly reports an incident of harassment, intimidation or bullying, and who makes this report in compliance with the procedures of this policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

### Procedures:

- The Director or designee shall provide the parents of the students who are parties to the investigation with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents includes the nature of the investigation, whether the corporation found evidence of bullying, and whether consequences were imposed or services provided to address the

bullying incident if the evidence of bullying was substantiated. This information is to be provided in an expedited manner.

- The Director or designee will be responsible for conducting an investigation into the alleged bullying incident. The Director or designee will make reasonable effort to complete the investigation within ten (10) days after the initial report of the incident.
- The Director or designee shall proceed in accordance with the behavior expectations of the CNS parent and student handbook, as appropriate, based on the investigation findings. As appropriate to the investigation findings, the Director or designee shall ensure the behavior expectations of the CNS parent and student handbook have been implemented, and provide intervention and/or relevant support services (i.e., refer to counseling, establish training programs to reduce bullying and enhance school climate, enlist parent corporation and involvement or take other appropriate action). Intervention and support implemented by the Director or designee should include follow up services to both the targeted student and the bully.
- The Director or designee shall inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services.

#### Provisions:

- The Director or designee is authorized to acknowledge and respond to instances of false reporting of alleged bullying incidents. The Director or designee is expected to respond with consequences and remedial actions regarding any person found to have falsely accused another as a means of bullying.
- The Director or designee shall annually disseminate this policy to all parents within the school corporation. The Director or designee shall post a link to the policy on the school corporation's website. The Director or designee shall ensure that notice of the corporation's policy appears in the parent and student handbooks each year.
- It is expected that anti-bullying information and behavior expectations will be part of a more comprehensive bully prevention effort communicated to the students throughout the school year, and that the age appropriate, research-based instruction for all students will be delivered. At the appropriate times, students will be able to discuss bullying and its harmful effects, as well as ways to show kindness.
- The school board understands that the characteristics and resultant needs of the school will continue to evolve, and that the existing base of knowledge regarding bullying prevention and intervention will continue to grow. Research on bullying prevention practices will continue to emerge, and the date on the nature of bullying behaviors will continuously change. It is essential that school corporation administrators and school officials regularly review available bullying prevention and intervention data. Additionally, school administrators are expected to collect and analyze in-house data regarding bullying incident investigations, incident frequency and the effects of the corporation's efforts to address bullying behaviors. Through data-driven practice, administrators will be best qualified to determine the need for changes to policies and procedures and to institute improvements to prevention and intervention programs and approaches.

Source: This document is partially modeled after Indiana's model school corporation bullying policy, which can be found at <http://www.doe.in.gov/student-services/anti-bullying-school-policy>. It is also modeled after requirements from 105 ILCS 5/27-23.7, which can be found at <http://www.ilga.gov/legislation/ilcs/fulltext.asp?DocName=010500050K27-23.7>.