



Anti-Bullying Policy for Brookhaven Innovation Academy

Brookhaven Innovation Academy (BIA) is committed to creating a safe, caring, respectful learning environment for all students. The Brookhaven Innovation Academy Honor Code states the following:

“As a member of the Brookhaven Innovation Academy family, I pledge on my honor not to lie, cheat, or steal, or show disrespect for others through my academic or personal behavior. I understand that these actions are not in keeping with our Honor Code and damage our community of trust and caring. On all my work, my name affirms my honor.”

The bullying of students at Brookhaven Innovation Academy is contrary to our BIA Honor Code, is strictly prohibited, and will not be tolerate. For the purposes of our anti-bullying policy, “school” includes school buildings, school grounds, any school-sponsored event, and fieldtrips. Reported incidents of bullying will be investigated promptly and thoroughly by school administration.

Definition of Bullying

BIA has adopted the *State of Georgia’s definition of a bullying act, which is an act that is:

- 1) Any willful attempt or threat to inflict injury on another person;
- 2) Any intentional display of force which would give the victim reason to fear or expect immediate bodily harm; or
- 3) Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate,
 - i. Causes another person substantial physical harm or visible bodily injury;
 - ii. Has the effect of substantially interfering with a student’s education;
 - iii. Is so severe, persistent, or pervasive that it creates an intimidating or threatening education environment; or
 - iv. Has the effect of substantially disrupting the orderly operation of the school.

Bullying behaviors include but are not limited to:

Direct bullying, which occurs in the presence of a student, such as:

- Physical attacks
- Emotional or social attacks (verbal)
- Damage to property

Indirect bullying, which is not directly communicated to a student, such as:

- Spreading rumors

- Efforts to harm the reputation or relationships of others
- Damage to property

Cyber-bullying

BIA also has a no-tolerance policy for cyber-bullying. BIA has adopted the National Crime Prevention Council's definition of cyber-bullying, which is as follows: "When the Internet, cell phones or other devices are used to send or post text or images intended to hurt or embarrass another person." This includes, but is not limited to, the following actions:

- Online fights using electronic messages with angry or vulgar language.
- Repeatedly sending nasty, mean, and insulting messages.
- Sending or posting gossip or rumors about a person.
- Tricking someone into revealing secrets or embarrassing information and then sharing it online.
- Intentionally and cruelly excluding someone.
- Repeated, intense harassment and denigration that includes threats or creates significant fear.

Moreover, BIA students are prohibited from sending, displaying, posting, using, or otherwise transmitting electronic images, videos, texts, or other electronic media in any form or any other BIA student, faculty or staff member, or other member of the BIA community, without that person's explicit consent.

Bullying Outside of School

BIA also prohibits any form of bullying behavior outside of the school setting if such

bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of the school. Discrimination and/or retaliation against an individual who reports or assists in the investigation of an act of bullying is likewise prohibited.

Preventative Measures

Parents and faculty/school staff have a role to play in preventing bullying.

1. *Student Instruction/Awareness:* All staff will work with students to make sure that they understand what bullying is and how to stand up to it. BIA staff will emphasize to students that bullying is unacceptable and will teach students how to get help when they need it.
2. *Staff Awareness/Action:* BIA staff will model kindness and respect with other staff members and students. They will make sure to check in with students often and listen with attention when students have complained about issues with others. They will keep lines of communication open with students and parents so all member of the BIA community feel staff talking with staff members about issues that may arise.

3. *Student Action:* Students will participate in BIA bullying instruction and discussions and will follow the BIA bullying policy. They will report bullying to staff, do their best to be assertive, and do what they can to stand up to bullying.
4. *Parent Awareness/Action:* Parents will review the BIA bullying policy and will discuss it with their children. They check in with their children and will keep in contact with staff members and let them know if there are any issues that arise with their children.

Reporting Bullying

Students, staff, and parents are directed to report all incidents of bullying to the BIA teachers and/or administration. The school will investigate all reports of bullying, and all reports will be kept confidential and private. School staff and students are to report violations without fear of retaliation.

Staff members who witness bullying will complete a BIA Incident Report. This report will be given to administration for review.

Administration will take reports of bullying from staff and students seriously and will investigate when necessary. They will make decisions regarding appropriate interventions and/or consequences for students who are participating in bullying at BIA. In addition, the administration will maintain a record of all bullying reports in a way that can show emerging problems and patterns over time.

Intervention/Consequences

If bullying is observed, teachers and staff will:

- Intervene immediately
- Separate the students involved
- Make sure everyone is safe
- Meet any immediate medical needs
- Stay calm and reassure the students involved, including bystanders
- Model respectful behavior when intervening in the situation

Staff will summon police or medical attention immediately if:

- A weapon is involved
- There are threats of serious physical injury
- There are threats of hate-motivated violence, such as racism or homophobia
- There is serious bodily harm
- There is sexual abuse
- Anyone is accused of an illegal act, such as robbery or extortion—using force to get money, property, or services
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Consequences for bullying at BIA may include:

Counseling by a BIA faculty/staff member regarding the Honor Code and School Discipline and Anti-Bullying Policy at BIA. The students will be given appropriate strategies for dealing with bullying issues. Parents will be notified for all incidents and may be asked to participate in a meeting involving administration, faculty/staff, students, and police if necessary. If students continue to engage in bullying behaviors, the BIA administration has the right, under the Honor Code and School

Discipline and Anti-School Discipline Policy, to suspend (either in or out of school), or expel a student if necessary.

BULLYING BEHAVIOR CHART & CONSEQUENCES*

	Physical		Emotional		Social		
	Harm to another's body or property		Harm to another's self esteem		Harm to another's group acceptance		
	Verbal (includes cyber-bullying)	Non-Verbal	Verbal (includes cyber-bullying)	Non-Verbal	Verbal (includes cyber-bullying)	Non-Verbal	
Level 1	Taunting Expressing physical superiority	Making threatening gestures Defacing property Taking small items Staring/mugging Pushing/shoving	Insulting remarks Calling names Teasing about possessions, clothes	Giving dirty looks Holding nose or other insulting gestures Saying someone has germs or is unclean	Gossiping Spreading rumors Teasing publicly about clothes, books, etc. Verbal interference with friendships	Passively not including in the group Playing mean tricks Interference with friendships in any way	<u>Level 1 Consequences</u> 1st Offense: Verbal reprimand. 2nd Offense: Verbal reprimand and parents contacted. 3rd Offense: Level 2 consequence and an in-school suspension (ISS). All future Level 1 violations will result in Level 2 or Level 3 consequences.
Level 2	Threatening physical harm	Damaging property Stealing Initiating fights Scratching Tripping or causing a	Insulting Family Harassment by verbal means Insulting intelligence, athletic ability, etc.	Defacing school work Defacing personal property, clothing, etc. Harassment by any means	Insulting race, gender Increasing gossip/rumors Undermining other relationships	Making someone look foolish Excluding someone from the group	<u>Level 2 Consequences</u> Minimum: Detention, and/or removal from privileges, referred to the school administration, parents contacted. Potential Additional: Possible consequences include but are not limited to: removal from the classroom, payment for property damages, letter of apology, isolated lunch, removal from extracurricular activities, ISS, out-of-school

		fall					suspension (OSS).
		Assaulting					
Level 3	Making repeated and/or graphic physical threats	Destroying property	Frightening the victim with threats	Ostracizing	Threatening total group exclusion	Arranging and/or carrying out public humiliation	<p><u>Level 3 Consequences</u></p> <p>Minimum: ISS, OSS, refer to law enforcement officials (when necessary) and ongoing counseling.</p> <p>Potential Additional: The same as for Level 2, plus completion of BIA's Bully Prevention Program, which includes up to 6 counseling sessions and writing a reflective paper with parents.</p>
	Practicing extortion	Biting	Challenging by intimidation in public	Destroying personal property or clothing	Threat of hazing	Arranging and/or carrying out total group rejection/ ostracizing	
	Making physical threats to secure silence: "If you tell, I will..."	Physical cruelty	Harassment by verbal means while breaking the law	Harassment by any means in violation of the law		Hazing	
		Assaulting with a weapon					
		Making "hit lists"					

This chart is intended for illustrative purposes only to show typical actions that are likely to lead to certain consequences. However, as noted above, under the Honor Code and School Discipline Policy, the BIA administration has the right to take certain disciplinary actions, including the right to expel a student, depending on the severity of the offense. Please refer to BIA's Honor Code and School Discipline Policy to ensure your understanding of that policy.

*GaDOE Policy for Prohibiting Bullying, Harassment, and Intimidation