GMS	Policies and Procedures Glen Mills Schools	Policy Number 13.20
Chapter: 13 Supervision		
Subject: Bullying Policy		
Authority: Dr. Christopher R. Spriggs, Acting Executive Director		**Date of Issue: 2/6/2020**

I. POLICY: The Glen Mills Schools (GMS) is committed to providing a safe environment for students and prohibits bullying/cyberbullying on school grounds. GMS recognizes that bullying creates an atmosphere of fear and intimidation, which detracts from the safe environment necessary for positive student growth, and often times leads to more serious incidents.

II. DEFINITIONS:

1. Bullying is an intentional electronic, written, verbal, or physical act or series of acts directed at another student or students, which occurs on school grounds that is severe, persistent, or pervasive; and has the effect of doing any of the following: (1) substantially interfering with a student's education; (2) creates an unsafe/threating environment; or (3) substantially disrupts the orderly operation of the school.

2. Examples of acts or series of acts that are considered bullying in accordance with the preceding definition include, but are not limited to, physical intimation or assault; extortion; verbal or written threats; teasing; putdowns; name calling; threatening looks; gestures or actions; cruel rumors; false accusations; and social isolation.

3. On school grounds refers to any activity sponsored, supervised, or sanctioned by the school, including when being transported in school vehicles.

III. DELEGATION:

1. **School Employee Intervention -** School employees who observe or become aware of an act or series of acts that s/he believes to be a bullying event, will take immediate and appropriate steps to intervene. If a school employee believes that his/her intervention did not resolve the matter or if the bullying behavior persists, s/he shall report the bullying to his/her student support supervisor and the in-unit regulatory compliance employee, for further investigation.

2. **Reporting by Students or Parents -** GMS expects students and parents who observe or become aware of an act or series of acts that they believe to be a bullying event, to report it to a school employee for further investigation.

IV. PROCEDURES:

1. **Investigation Procedures -** Upon learning of a bullying event, the student support supervisor and/or regulatory compliance employee shall contact the parents of the alleged aggressor and alleged subject of aggression, interview both students and thoroughly investigate. This investigation may include, but not be limited to, reviewing surveillance camera footage, interviews with students, parents, and school employees.

    A. All employees shall cooperate with any investigation conducted under this policy.

    B. The unit student support supervisor and regulatory compliance employee have the campus Counseling Department at their discretion for further support and intervention, as they deem necessary.

2. **Mediation and Intervention**

    A. Students found to have bullied others shall be subject to level adjustment in accordance with GMS leveling system. Further, students may be subject to counseling.

    B. Depending on the severity of the incident, the student support supervisor and regulatory compliance employee may take appropriate steps to ensure student safety. These steps may include, but are not limited to, implementing a safety plan; separating and supervising the students involved; providing staff support for students as necessary; involving the Counseling Department; reporting incidents to law enforcement, if appropriate; and developing a supervision plan with parents.

3. **Programs -** The School Counselor and Counseling Department, may elect to develop and implement bullying prevention, intervention, or educational programs.

4. **Retaliation -** Retaliation against students, school employees, or other persons who report a bullying event is prohibited. GMS deems retaliation as harmful as the act of bullying and shall take appropriate action against students who retaliate against any student, school employee, or person who reports alleged bullying or participants in related proceedings. Such acts will result in a level adjustments.

5. **False Charges -** Students who knowingly make false charges of bullying or retaliation shall be subject to disciplinary action.

    1. This policy will be accessible on the GMS website, and in the student/parent and employee hand books. The policy will also be

posted within in each residential living facility and classroom. Further, this policy will be introduced to students during the on-boarding interview upon arrival.

6. **Grievance** - Students and the Student's family shall have the right to initiate grievance procedures with GMS to address any alleged violation of specific or civil rights without fear of retaliation. (Policy 12.6)