

# WIS Bullying Prevention and Intervention Procedure

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## **Bullying Definition**

Bullying as defined by IC 20-33-8-0.2 means overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or any other behaviors that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile student environment.

## **WIS Bullying Procedure**

### **Step 1: Report the bullying behavior**

- Use the anonymous tip line (765-883-5576 ext. 8477 or [tipline@western.k12.in.us](mailto:tipline@western.k12.in.us))
- Complete a bullying report and incident form located on the WIS website
- Contact WIS administration or staff member (765-883-5554)

### **Step 2: Investigate the report**

- School personnel will complete a thorough investigation to determine if bullying is occurring.

### **Step 3: Parent contact and discipline**

- Parents/Guardians of both the bully and target will be contacted within 2-3 school days after receiving a substantiated report.
- Consequences for bullying and false reporting of bullying will be handled on a case-by-case basis. Discipline could include a behavior contract, lunch detention, after-school detention, alternative classroom setting, out-of-school suspension, loss of social privileges, recommendation for expulsion, and/or referral to law enforcement.
- If contacting the police is necessary, then this will occur simultaneously with parent contact.

### **Step 4: Interventions**

- Educational outreach and training will be provided to school personnel, parents, and students, concerning the identification, prevention, and intervention in bullying.
- Appropriate staff members will develop a plan to keep students safe and make teachers aware in order for them to be watchful of any future bullying. Counseling, corrective discipline, and/or referral to law enforcement will be used to attempt to change the behavior of the perpetrator. This includes appropriate intervention(s), restoration of a positive climate, and support for victims and others impacted by the violation.
- The bullying student will be placed on a bullying prevention action plan at WIS to proactively curb future bullying situations

