



Damar Academy
Anti-Bullying Policy

The following policy has been established for Damar Academy regarding anti-bullying.

I. Policy Statement

Damar Academy 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.

II. Definitions

1. Bullying

- a. As defined by the school corporation, bullying means aggressive behaviors that involve unwanted negative actions that are repeated over time and involve an imbalance of power.
- b. As defined by IC 20-33-8-.2, bullying 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 school environment that:
 - i. Places the targeted student in reasonable fear of harm to the targeted student's person or property;
 - ii. Has a substantially detrimental effect on the targeted student's physical or mental health;
 - iii. Has the effect of substantially interfering with the targeted student's academic performance; or
 - iv. Has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.
- c. This term may not be interpreted to impose any burden or sanction on, or include in the definition of the term, the following:
 - i. Participating in a religious event.

- ii. Acting in an emergency involving the protection of a person or property from an imminent threat of serious bodily injury or substantial danger.
- iii. Participating in an activity consisting of the exercise of a student's rights protected under the First Amendment to the United States Constitution or Article I, Section 31 of the Constitution of the State of Indiana, or both.
- iv. Participating in an activity conducted by a nonprofit or governmental entity that provides recreation, education, training, or other care under the supervision of one or more adults.
- v. Participating in an activity undertaken at the prior written direction of the student's parent.
- vi. Engaging in interstate or international travel from a location outside Indiana to another location outside Indiana.

III. Policy Provisions

1. The school shall adopt discipline rules in compliance with IC 20-33-8-13.5 that prohibit bullying and include provisions concerning education, parental involvement and intervention. These discipline rules shall apply regardless of the location in which the bullying occurred when the bully and the targeted student are students at a school within the school corporation, or disciplinary action is reasonably necessary to avoid substantial interferences with school discipline or prevent an unreasonable threat to the rights of others to a safe and peaceful learning environment. Bullying is contrary to state law and school district
2. The principal within the school shall implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of bullying, consistent with the code of student conduct, as well as the consequences and remedial responses for staff members who commit one or more acts of bullying. Appropriate consequences and remedial actions are those that are graded according to the severity of the offenses and consider both the developmental ages of the student offenders and students' histories of inappropriate behaviors, per the code of student conduct.
3. The principal shall be responsible for designating a member of his/her staff to receive all complaints alleging violations of this policy.
4. 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 principal or the principal's designee on the same day that 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 school principal or principal's designee within one (1) school day of submitting the verbal report. This can be reported to Erin Crick, Chief Administrator of Children's Residential Services.

Contact information: Phone number- 317-856-5201 extension 298 or email at erinc@damar.org.

5. Students, parents and visitors of a school within the school corporation are encouraged to submit a written report of alleged violations of this policy to the principal (or principal's designee) on the same day that 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 code of student conduct may not be taken solely on the basis of an anonymous report. This can be reported to Erin Crick, Chief Administrator of Children's Residential Services.
6. 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. This can be reported to Erin Crick, Chief Administrator of Children's Residential Services.
7. The principal or designee shall conduct a thorough and complete investigation for each report of an alleged incident of bullying. The investigation shall be initiated by the principal or the principal's designee within one school day of the report of the incident. The principal may appoint additional personnel to assist them in the investigation. The investigation shall be completed and the written findings submitted to the principal as soon as possible, but not later than five school days from the date of the report of the alleged incident of harassment, intimidation, or bullying. The principal shall submit the report to the superintendent of the school corporation within ten (10) school days of the completion of the investigation. The superintendent or his/her designee shall report the results of each investigation to the board of education on a quarterly basis during regularly scheduled board meetings.
8. Each school within the school corporation shall record the frequency of bullying incidents in the following categories: verbal bullying, physical bullying, social/relational bullying and electronic or written communication bullying. Each school shall report this information to the school corporation superintendent, school board, and the Indiana Department of education. Information shall be submitted to the Indiana Department of Education by July 1 of each year.
9. The principal 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 within 24 hours of formal report.. 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.
10. Any corporation and school employee, volunteer or contracted service provider who receives a report of harassment, intimidation, or bullying from a student, parent,

- visitor or colleague, and fails to initiate or conduct an investigation, or who witnesses or observes a bullying incident and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.
11. The superintendent of the school is authorized to define the range of ways in which school staff and the principal or the principal's designee shall respond once an incident of bullying is confirmed, according to the parameters described in the corporation's code of student conduct. The school recognizes that some acts of bullying may be isolated incidents requiring that the school officials respond appropriately to the individuals committing the acts. Other acts may be so serious that they require a response either at the school corporation level or by local law enforcement officials. Consequences and appropriate remedial actions for a student who commits an act of bullying may range from positive behavioral interventions up to and including suspension or expulsion.
 12. The principal shall proceed in accordance with the code of student conduct, as appropriate, based on the investigation findings. As appropriate to the investigation findings, the principal shall ensure the code of student conduct has 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 principal or his/her designee should include follow up services to both the targeted student and the bully. The principal 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.
 13. The principal or designee is authorized to acknowledge and respond to instances of false reporting of alleged bullying incidents. The principal 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 as permitted under P.L. 285-2013 for:
 - a. Students – Consequences and appropriate remedial action for a student could range from positive behavioral interventions.
 - b. School Employees – Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students could entail discipline in accordance with policies, procedures and agreements.
 14. The school prohibits reprisal or retaliation against any person who reports an act of bullying and the consequences and appropriate remedial actions for a person who engages in reprisal or retaliation will face disciplinary action per Damar's retaliation policy.

15. The school shall provide annual training on this policy and bullying prevention and intervention instruction to corporation and school employees.
16. The school understands that the characteristics and resultant needs 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 administrators and school employees 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 modeled, in part, on information provided through the following website: www.state.nj.us/education/parents/bully.htm