

# **CS ACADEMY 2021-2022: BULLYING POLICY**

As in accordance with the 105 ILCS 5/27- 23.7 statute, all public school districts, non-sectarian nonpublic schools, and charter schools in Illinois are required to develop and implement policies concerning bullying prevention. CS Academy has developed and implemented policies concerning bullying and bullying prevention. CS Academy will ensure its bullying policies are updated every two (2) years and filed with the Illinois State Board of Education—including each revision. Additionally, as in accordance with the State statute, our content and components of our school's bullying policy, is outlined and summarized in this document.

A. 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 scholar or scholars that has or can be reasonably predicted to have the effect of one or more of the following: (1) placing the scholars or scholars in reasonable fear of harm to the scholar's or scholars' person or property; (2) causing a substantially detrimental effect on the scholar's or scholars' physical or mental health; (3) substantially interfering with the scholar's or scholars' academic performance; or (4) substantially interfering with the scholar's or scholars' ability to participate in or benefit from the services, activities, or privileges provided by a school.

1. 1) Bullying, as defined in 105 ILCS 5/27- 23.7, may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non- exhaustive.
  
2. 2) Cyberbullying, as defined in 105 ILCS 5/27- 23.7, is bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photoelectronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. "Cyberbullying" includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of bullying in this Section. "Cyberbullying" also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of bullying in [105 ILCS 5/27- 23.7(b)].

Prohibition on Cyberbullying. Bullying is prohibited through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by a school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This item applies only in cases in which a school administrator or teacher receives a report that bullying through this means has occurred and does not require a district or school to staff or monitor any non-school-related activity, function, or program.

The Process to Determine if an Incident is Within the Scope of the Policy. 105 ILCS 5/27- 23.7 also requires that a district's bullying policy or implementing procedure shall include a process to investigate whether a reported act of bullying is within the permissible scope of the district's or school's jurisdiction. Also, shall require that the district or school provide the victim with information regarding services that are available within the district and community; such as, counseling, support services, and other programs.

## **Content of the Bullying Policies**

Under 105 ILCS 5/27- 23.7, each public school district, charter school, and non-sectarian nonpublic school must formally adopt a policy on bullying that includes at least all of the following components and criteria:

1. Defines "bullying," including "cyberbullying," as any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a scholar or scholars that has or can be reasonably predicted to have the effect of one or more of the following:
  1. 1) Placing the scholar or scholars in reasonable fear of harm to the scholar's or scholar' person or property;
  2. 2) Causing a substantially detrimental effect on the scholar's or scholars' physical or mental health;
  3. 3) Substantially interfering with the scholar's or scholars' academic performance; or
  4. 4) Substantially interfering with the scholar's or scholars' ability to participate in or benefit from the services, activities, or privileges provided by a school.
2. Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.
3. Bullying is contrary to State law and the policy of CS Academy.

4. We will promptly report bullying, including but not limited to, identifying and providing the school e-mail address (if applicable) and school telephone number for the staff person or persons responsible for receiving such reports and a procedure for anonymous reporting.
5. Consistent with federal and state laws and rules governing scholars' privacy rights includes procedures or promptly informing parents or guardians of all scholars involved in the alleged incident of bullying and discussing, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
6. Contains procedures for promptly investigating and addressing reports of bullying, including the following:
  1. 1) We will make all reasonable efforts to complete the investigation within ten (10) school days after the date the report of the incident of bullying was received and taking into consideration additional relevant information received during the investigation about the reported incident of bullying.
  2. 2) We will involve the appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
  3. 3) We will notify the principal or school administrator or his or her designee of the report of the incident of bullying as soon as possible after the report is received.
  4. 4) Consistent with Federal and State laws and rules governing scholar's privacy rights and providing parents/guardians of the scholars who are parties to the investigation information about the investigation and an opportunity to meet with the school administrator or designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.
  5. Interventions will be taken to address bullying, which may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
  6. A statement prohibiting 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.
  7. Our policy includes consequences and appropriate remedial actions for a scholar found to have falsely accused another of bullying as a means of retaliation or as a means of bullying.
  8. Our policy contains an evaluation process to assess the outcomes and effectiveness of the policy that includes, but is not limited to, factors such as:
    1. 1) The frequency of victimization.

2. 2) Scholars, staff, and family observations of safety at a school.
  3. 3) Identification of areas of a school where bullying occurs.
  4. 4) The types of bullying that are common or occurring.
  5. 5) Bystander intervention or participation.
  6. 6) The information developed as part of the evaluation process has been posted on the CS Academy's website. If the internet website is not available, the information must be provided to school administrators, school board members, school personnel, parents, guardians, and scholars.
9. The bullying policy aligns with the other policies of our school board.
10. The policy or implementing procedure includes a process to investigate whether a reported act of bullying is within the permissible scope of our school's jurisdiction. Furthermore, it shall we will provide the complaint with information regarding services that are available within the our school and community, such as counseling, support services, and other programs.

### **Development, Notification, and Posting**

Our Bullying adopted policy:

1. Our Bullying Policy was created with a range of school stakeholders, including scholars and parents and/or guardians.
2. Our Bullying Policy is posted on our Wellness Board at the entrance of the school's main door along with other policies, rules, or standards of conduct are posted in the school.
3. Our Bullying Policy is posted on the school website.
4. Our Bullying Policy is in our school's Parent and Scholars' handbook.
5. Our Bullying Policy is distributed annually to parents, guardians, scholars, and school personnel, including new employees when hired

**Our Bullying Policy will be filed with the ISBE by September 30, each year.**

**We will Reevaluate and Submission**

As stated, we will review and re-evaluate every two (2) years and updated to reflect any necessary and appropriate revisions. We will submit documentation to satisfy the re-evaluated policy submission includes one of the following, as applicable:

- I. An updated version of the policy with the amendment/modification date included in the reference portion of the policy;
- II. If no revisions are deemed necessary, a copy of our board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary, or a signed statement from the board president indicating that the policy was re-evaluated and no changes were deemed to be necessary.

## **SUMMARY OF CS ACADEMY'S BULLYING POLICY**

CS Academy believes that all scholars have a right to a safe and healthy school environment. Every district, schools, and community have an obligation to promote mutual respect, tolerance, and acceptance.

CS Academy will not tolerate behavior that infringes on the safety of any scholar. A scholar shall not intimidate, harass, or bully another scholar through words or actions. Such behavior includes; cyber, direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; and social isolation or manipulation.

CS Academy expects scholars and/or staff to immediately report incidents of bullying to the principal or designee. Staff who witness such acts must take immediate steps to intervene when safe to do so. Each complaint of bullying will be promptly investigated. This bullying policy applies to scholars on school grounds, while traveling to and from school or a school-sponsored activity, during the lunch period, whether on or off campus, and during a school-sponsored activity.

To ensure bullying does not occur on school campuses, CS Academy will provide staff development training in bullying prevention and cultivate acceptance and understanding in all scholars and staff to build each school's capacity to maintain a safe and healthy learning environment

Educators will discuss this bullying policy with their scholars in age-appropriate ways and will assure scholars that they need not endure any form of bullying. Scholars who bully are in violation of this bullying policy and are subject to disciplinary action up to and including expulsion.

CS Academy has adopted a Scholar Code of Conduct to be followed by every scholar while on school grounds, or when traveling to and from school or a school-sponsored activity, and during lunch period, whether on or off campus.

### **The Scholar Code of Conduct includes, but is not limited to:**

- Any scholar who engages in bullying may be subject to disciplinary action up to and including expulsion.
- Scholars are expected to immediately report incidents of bullying to the principal or designee.
- Scholars can rely on staff to promptly investigate each complaint of bullying in a thorough and confidential manner.
- If the complainant scholar or the parent of the scholar feels that appropriate resolution of the investigation or complaint has not been reached, the scholar or the parent of the scholar should contact the principal or any designee. CS

Academy prohibits retaliatory behavior against any complainant or any participant in the complaint process.

The procedures for intervening in bullying behavior include, but are not limited, to the following:

- All staff, scholars and their parents have received a copy of this policy, which prohibits intimidation and bullying. At the beginning of each school year, as part of the Parent and Scholar's handbook and/or information packet, as part, and as part of the school's notification policy to parents, scholars will receive a copy of the bullying policy at the beginning of each school year.
- CS Academy will make reasonable efforts to keep a report of bullying and the results of investigation confidential.
- Staff who witness acts of bullying shall take immediate steps to intervene when safe to do so. People witnessing or experiencing bullying are strongly encouraged to report the incident; such reporting will not reflect on the target or witnesses in any way.

### **Policy for Conflict Resolution**

CS Academy believes that all students have a right to a safe and healthy school environment. Part of a healthy environment is the freedom to openly disagree. With this freedom comes the responsibility to discuss and resolve disagreements with respect for the rights and opinions of others.

To prevent conflict, CS Academy has incorporated, conflict resolution education and problem-solving techniques into the school's curriculum and the school's programs. Conflict Resolution is an important step in promoting respect and acceptance, developing new ways of communicating, understanding, and accepting differing values and cultures within the school community and helps ensure a safe and healthy learning environment

CS Academy will continue to provide training to develop the knowledge, attitudes, and skills scholars need to choose alternatives to self-destructive, violent behavior and dissolve interpersonal and intergroup conflict. CS Academy's adopted Scholar Code of Conduct to be followed by every scholar while on school grounds, when traveling to and from school or a school-sponsored activity, and during lunch period, whether on or off campus.

The Scholar Code of Conduct includes, but is not limited to, the following:

- Scholars are to resolve their disputes without resorting to violence.
- Scholars, especially those trained in conflict resolution and peer mediation, are encouraged to help fellow scholars resolve problems peaceably.

- Scholars can rely on trained staff in conflict resolution and peer mediation strategies to intervene in any dispute likely to result in violence.
- Scholars needing help in resolving a disagreement, or scholars observing conflict may contact the designated staff member or selected peer mediators.
- Scholars involved in a dispute will be referred to a conflict resolution or peer mediation session with trained staff or peer mediators. Staff and mediators will keep the discussions confidential.
- Conflict resolution procedures shall not supplant the authority of a staff member to act to prevent violence, ensure school safety, maintain order, and discipline scholars.