BREVARD PUBLIC SCHOOLS
BULLYING/HARASSMENT PROCEDURES FLOW CHART

REPORT RECEIVED FROM:
Target, Bystander/Witness, Staff, Coach/Advisor, Volunteer, Parent, Community Member, Anonymous
(Use of a Reporting Form Required)

→ Interim measures should be taken to ensure safety of targeted student, prevent further bullying, and inform parents of targeted student

ADMINISTRATOR IN CHARGE OF DISCIPLINE:
Questions staff and observes interaction between potential target and alleged bully

CONDUCT INVESTIGATION:
Interview target
Interview witnesses
Interview alleged bully
Review video (if applicable)
Review other available evidence
(Use of the Investigation Form Required)

IS IT BULLYING/HARASSMENT?
Did it rise to the level of RIP?
Would the behavior be reasonably expected to create:

- Harm or reasonable fear of harm to targeted person or his/her property?
- Hostile environment at school for target?
- Infringement on student's rights at school?

YES → If the behavior is criminal, Law Enforcement must be notified

YES → Notify parents of target and bully

Determine the disciplinary consequences, alternative discipline remediation, and/or other possible interventions

Counseling referral if suitable

NO → Determination the incident(s) is other than bullying

Were there substantial disruptions of the instructional program or operations at the school?

YES → Refer to BPS student handbook, code of conduct policies, local and SESIR codes

YES → Alleged discrimination or violation of civil rights law → Refer to procedures for harassment

Report in AS400 (screen S287 or S273). Select incident code: substantiated bullying or harassment (BUL or HAR) or unsubstantiated (UBL or UHR). Select an action code. Enter victim information (screen S283 or S284). Add bully related characteristic (BR) for each SESIR element when applicable.

If there is an appeal to the incident, proper responsive procedures must be followed

11/6/14