

BURRIS' ANTI-BULLYING POLICY AND PROCEDURES

Burriss prohibits any behavior that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment.

It is our ambition to help students flourish in a safe environment. We want all students, teachers, school personnel, and parents to help us reach this goal.

Reporting Bullying/ Investigation

All staff members are required to notify a school administrator immediately if they observe, suspect, or are made aware of an act of bullying.

The principal of Burriss or the principal's designee will promptly notify the parents/guardians of the victim and the bully and of the school's procedures for responding to the behavior.

There will be a prompt investigation of the alleged incident which will be completed within three school days after a report is made.

Contact Information:

Burriss Laboratory School:
285-1131

Mrs. Cathlene Darragh,
Principal

Mrs. Dawn Miller,
Assistant Principal

Counselors:

- Mrs. Julie Maugherman
- Ms. Elise Chupp



*Additional Resources for Parents
and Students:*

www.stopbullyingnow.hrsa.gov

U.S. Department of Health and
Human Services

www.cfchildren.org

Committee for Children

<http://cyberbullying.org>

Center for Safe and Responsible
Internet Use

www.tolerance.org

Teaching Tolerance, a project of the
Southern Poverty Law Center



**Take A Stand;
Lend A Hand**
Burriss Students United
Against Bullying

**Burriss Laboratory
School**



Ball State University
Muncie, Indiana



What To Look For

Whether a student is the victim or the bully, it is important to be on the lookout for those students in trouble. We need to recognize and be aware of students who:

- Show signs of anxiety or depression
- Are fearful or avoid school
- Have low self-esteem
- Are underachieving
- Are displaying signs of anger and frustration

If you know of a student who is displaying these behaviors, contact your child's teacher right away.

What To Say To Your Child

Remember always to be supportive of your child and gather as much information as you can about the bullying.

- Never tell your child to ignore the bullying because the child may "hear" that *you* are going to ignore it. Trying to ignore bullying often allows it to become more serious.

Listen carefully to what your child tells you about the bullying. Ask him or her to describe who was involved and how and where each incidence happened.

- Can your child name other children or adults who may have witnessed the bullying?

Always empathize with your child and tell him or her that bullying is wrong and not their fault. Thank your child for having the courage to tell you and assure him or her that you will think about what needs to be done and you will let him or her know what you are going to do about it.

- Never criticize how your child handled the bullying situation.

Do not encourage physical retaliation ("Just hit them back") as a solution. This will escalate the situation and will likely result in your child being suspended or expelled.

What To Do

As a parent, you are encouraged to support your child by gathering detailed information about the acts of bullying and report this in writing to the student's teacher or building administrator.

You will then meet with an administrator to discuss the Bullying Report form. We discourage the parents from contacting the bully's parents or promoting physical retaliation as a solution.

All students will be informed of their right to protection against bullying behaviors and the procedures for filing a complaint if they believe they are victims of bullying behavior. Any student, victim or bystander may initiate a complaint by talking to a teacher, counselor, or administrator and completing a confidential reporting form and submitting it to that adult directly.

Reports may be made anonymously, but formal disciplinary action may not be based solely on the basis of an anonymous report.