



## Anti-Bullying Policy

Collegiate Charter School of Lowell (CCSL) believes that a safe and secure educational environment is necessary for students to learn and achieve. It is CCSL's highest priority to provide an environment that is safe, secure and conducive to learning. Demonstration of appropriate behavior, treating others with respect, and refusing to tolerate harassment or bullying is expected of students, administrators, parents, faculty, staff, visitors, and volunteers.

Bullying of a pupil, whether by other students, staff, visitors, parents, guests, contractors, or volunteers, is strictly prohibited. All students are protected under this policy, and bullying is prohibited without regard to its subject matter or motivating animus.

### DEFINITION OF BULLYING

Bullying is defined as any written, verbal or physical act, intentional gesture, or any electronic communication, that is intended or that a reasonable person would know is likely to harm one or more pupils either directly or indirectly by doing any of the following:

1. Substantially interfering with educational opportunities, benefits, or programs of one or more students.
2. Adversely affecting the ability of a student to participate in or benefit from CCSL's educational programs or activities by placing the student in reasonable fear of physical harm or by causing substantial emotional distress.
3. Having an actual and substantial detrimental effect on a pupil's physical or mental health.
4. Causing substantial disruption in or substantial interference with the orderly operation of the school.

Bullying is prohibited at school. "At school" is defined as a classroom, elsewhere on school premises, school-sponsored activities or events, school buses or other school-related vehicle, or using a telecommunications access device or a telecommunications service provider if said access device or service provider is owned by or under the control of The Academy.

Bullying that does not occur "at school," as defined above, including bullying that occurs over the internet (cyberbullying), that causes a substantial disruption to the educational environment may be subject to disciplinary action in accordance with this policy and applicable law.

### REPORTING AND INVESTIGATING REPORTS OF BULLYING

Every student is encouraged to report any act of bullying to a staff member, including a teacher, counselor, the director/principal, or other trusted adult. Staff members will report any reports of acts of bullying to the School Director.

Retaliation or false accusation against a target of bullying, a witness, or another person with reliable information about an act of bullying is prohibited. Suspected retaliation should be reported in the same manner as suspected bullying behavior. Making intentionally false accusations about bullying is prohibited. Retaliation and making intentionally false accusations of bullying may result in disciplinary action up to and including expulsion.

All reports of violations of this policy will be investigated promptly and thoroughly. The School Director or the School Director's designee is responsible for the investigation. If the investigation results in a finding that an instance of bullying has occurred, prompt and appropriate disciplinary action, up to and



including expulsion for students, up to and including discharge for employees, up to and including expulsion for parents, visitors, volunteers, and contractors will occur. Individuals may also be referred to law enforcement officials.

Where the investigation results in a finding that bullying has occurred, notification will be provided to the parent or legal guardian of a victim of bullying and the parent or legal guardian of a perpetrator of bullying.

CCSL will document any prohibited incident that is reported and all verified incidents of bullying and the resulting consequences, including discipline and referrals.

### **EDUCATION AND TRAINING**

CCSL will provide annual training on preventing, identifying, responding to, and reporting incidents of bullying to administrators, school employees, and volunteers who have significant contact with students.

CCSL will provide annual educational programming for students and parents on preventing, identifying, responding to, and reporting incidents of bullying and cyberbullying.

### **CONFIDENTIALITY**

CCSL will comply with all applicable laws regarding confidentiality of personally identifiable information from education records.

I, \_\_\_\_\_, the parent/guardian of \_\_\_\_\_, understand and acknowledge acceptance of the Anti-Bullying Policy. I will ensure that my child is informed of and understands the importance of this policy. I understand the importance in reporting acts of bullying and will ensure my child understands the same. Furthermore, I understand the potential consequences for anyone found to have acted in a manner violating this policy.



\_\_\_\_\_  
Parent/Guardian's Signature

\_\_\_\_\_  
Date