

SPRINGPORT PUBLIC SCHOOLS
AGGRESSIVE BEHAVIOR PREVENTION GUIDELINES

I. RESPECT AND SAFETY

A. Rights of Students and Staff

It is the policy of Springport Public Schools to provide a safe, accepting and nurturing environment that is conducive to learning for all students. Therefore, no form of aggression will be tolerated on school grounds, at school activities whether on or off school property, on school transportation, or by anyone at this school. Intervention will occur when aggressive behavior comes to the attention of staff and rules and consequences will be enforced as outlined in the school handbooks, and aggressive behavior rubrics. All students are protected under these guidelines, regardless of personal characteristics or features and regardless of the motivation or intent of the perpetrator.

B. Definitions

- *Aggression* is any gesture, word, or action that hurts a person's body, feelings, friendships, reputation, or property. It includes, but is not limited to: a) any form of physical violence, such as hitting, tripping, or kicking b) interfering with, hiding, damaging, extorting, or stealing another's property c) offensive, insulting, or obscene gestures with hands, fingers, or face d) name-calling, put-downs, humiliating remarks, taunting, offensive graffiti, notes, text messages, email, profanity, threats of emotional or physical harm, insulting a person's family, religion, ethnicity or disability e) undermining a person's relationships with others by arranging social exclusion and shunning, spreading rumors, humiliation, gossip, or forcing others to act against their will f) any form of racial, cultural, or sexual harassment.
- *Bullying* is a form of aggression when one person or a group of persons, intentionally and repeatedly over time uses their greater power to hurt another person's body, feelings, friendships, reputation, or property. Bullying negatively affects and significantly interferes with the target's ability to participate in and benefit from the school's educational programs and opportunities.
- *Harassment* is a form of unwanted, abusive aggression that results in a hostile, intimidating, and discriminatory school environment. It can be based on race, color, culture, ethnicity, religion, sexual orientation, gender identity or expression, physical characteristics, or disability/impairment.

II. STAFF ACTION

A. When Aggression Is Witnessed By A Staff Member

All staff members who witness aggression will take immediate action to intervene with any persons or groups of persons using or threatening to use aggression. Staff will intervene and stop the behavior immediately. Behaviors on the Aggressive Behavior Rubric will be documented and reported to the principal (or his/her designee) using the Aggressive Behavior Report Form. Pre-established consequences from the Aggressive Behavior Rubric will be administered after an investigation is completed and aggressive behavior verified.

B. When Aggression Is Reported To A Staff Member

When a staff member has not directly witnessed aggression, but a student bystander or target has reported it, the staff member has the responsibility to take action. The staff member should gather basic information, including who was involved, what happened, where the incident occurred, when it started, and the names of any witnesses. The alleged incident should be documented using the Aggressive Behavior Report Form and given promptly to the principal or his/her designee. The incident will be investigated in a timely manner, and a plan of action and/or consequences will follow as deemed appropriate. The confidentiality of students reporting will be protected throughout the investigation process. The reporting student will be followed-up with to verify that no retaliation has occurred.

III. STUDENT ACTION

When a student is a target of aggressive behavior, he or she is encouraged to report the incident to a staff person. It is the staff person's responsibility to report the reported incident to the principal or his/her designee using the Aggressive Behavior Report Form. Every effort will be made to protect the confidentiality of the reporting student.

When a student witnesses aggressive behavior, including bullying and harassment, he/she is encouraged to help break the "code of silence" by acting responsibly and reporting the incident to a staff person. Student bystanders are also encouraged to support the target of aggressive behavior when it is safe to do so.

IV. PARENT ACTION

If a parent learns from a child that the child has been the target of aggressive behavior or that another child has been the target, they should encourage their child to report the incident to a staff member. If the student cannot or will not, parents should inform school authorities directly. Parents should never support or condone aggressive behavior or retaliation on the part of their child. Parents should encourage their child to report all incidents of aggression that they witness.

V. PARENT NOTIFICATION

Aggressive behavior that is verified through investigation and falls on the Aggressive Behavior Rubric will result in the timely notification of parents or guardians. This applies to both the target of the aggression and the perpetrator of the aggression.

VI. CONSEQUENCES FOR AGGRESSIVE BEHAVIOR

Pre-determined consequences will be assigned for acts of aggression, bullying, and harassment. Consequences will increase in severity based on the seriousness of the aggression and the more the aggressive behavior is repeated. Perpetrators who threaten retaliation or retaliate and students who make false reports will receive consequences for their actions.

Each building has its own Aggressive Behavior Rubric with many similarities and some differences to meet the needs of the different student populations. These consequences are designed to correct the problem behavior and prevent another occurrence. If aggressive behavior is intentional, repeated, and involves an imbalance of power between the students involved, it will be considered bullying/harassing behavior and incur a greater set of consequences/disciplinary measures. Some of the consequences for aggressive behavior may include: verbal intervention, documentation, meeting with the principal or his/her designee, written notification to parent or guardian, student calls parent or guardian, completing of "Think About It Form" and reflection process, Silent Supervised Lunch, After School Detention, In/Out School Suspension, conference with principal, counselor, parent and student, Behavior Improvement Plan/Loss of passing time, notification of superintendent, law enforcement, long term suspension/expulsion.

Consequences assigned by the principal or his/her designee may be more severe than the Aggressive Behavior Rubric outlines based on the circumstances of the incident. School board policy and law enforcement requirements may also result in more severe consequences. On rare occasions, depending on the circumstances of an incident, consequences or disciplinary actions may be less than outlined.

VII. AWARENESS AND TRAINING

These guidelines will be made available to all school staff, students, and parents on the district web site. Copies will also be made available in the main offices of each building and on the school's website.

District staff, including administrators, teachers, secretaries, paraprofessionals, custodian, bus drivers, etc. will be familiarized with these guidelines and trained on an annual basis on how to use the 15 second intervention and the Aggressive Behavior Report Form.