

# Anti-Bullying Policy

LAUSD and Hollywood High School is committed to providing a safe learning and working environment; will not tolerate bullying or any behavior that infringes on the safety or well-being of students, employees, or any other persons within the District's jurisdiction; and will not tolerate retaliation in any form when bullying has been reported. This includes while in school, at school-related events, and traveling to and from school.

Bullying is defined as aggressive behavior that involves an imbalance of real or perceived physical or psychological power among those involved. Typically, the behavior is repeated over time and includes the use of hurtful words and/or acts.

**Indicators of Bullying Behavior:** Bullying behaviors may include, but are not necessarily limited to, the following:

- **Verbal:** Hurtful name-calling, teasing, gossiping, making threats, making rude noises, or spreading hurtful rumors.
- **Nonverbal:** Posturing, making gang signs, leering, staring, stalking, destroying property, using graffiti or graphic images, or exhibiting inappropriate and/or threatening gestures or actions.
- **Physical:** Hitting, punching, pushing, shoving, poking, kicking, tripping, strangling, hair pulling, fighting, beating, biting, spitting, or destroying property.
- **Emotional (Psychological):** Rejecting, terrorizing, extorting, defaming, intimidating, humiliating, blackmailing, manipulating friendships, isolating, ostracizing, using peer pressure, or rating or ranking personal characteristics.
- **Cyber Bullying:** Sending insulting or threatening messages by phone, e-mail, Web sites, or any other electronic or written communication.

## **Administrative Responsibilities:**

- Create an environment where the school community understands that bullying is inappropriate and will not be tolerated.
- Communicate and ensure that staff, students, and parents are informed of District policy and school procedures regarding antibullying.
- Develop and incorporate antibullying procedures into behavior or discipline codes. Review and revise these annually, as appropriate.
- Provide in-service training to certificated and classified staff to ensure that staff are clearly familiar with and able to identify the indicators of bullying and understand their individual responsibilities to respond to and report bullying behavior.

- Certify on the “Administrator Certification Form” that the school has complied with the mandates of the District’s “Antibullying Policy.”

### **Staff Responsibilities:**

- Create an environment where students understand that bullying is inappropriate and will not be tolerated.
- Discuss with students all aspects of the antibullying policy and strategies to prevent bullying.
- Encourage students to report bullying incidents.
- Learn to recognize the indicators of bullying behavior.
- Intervene immediately and take corrective action when bullying is observed.
- Understand individual responsibility not only to intervene when bullying is observed, but also, to report incidents and actions to appropriate District offices or outside agencies, as required.

### **Student Responsibilities:**

Take responsibility for helping to create a safe school environment.

- Do not engage in or contribute to bullying behaviors, actions, or words.
- Treat everyone with respect. Be sensitive as to how others might perceive your actions or words.
- Report bullying behavior to a trusted adult.
- Never engage in retaliatory behavior or ask of, encourage, or consent to anyone’s taking retaliatory actions on your behalf.

### **Responding to Bullying Complaints:**

- Assure the target of the bullying that the District takes bullying seriously, will not tolerate such treatment, and has a strong policy against bullying. Additionally, provide all parties involved with assurances regarding District policies on confidentiality and nonretaliation in the complaint investigation.
- Obtain specific information relevant to any bullying complaint such as: the date, time, location, witnesses, and whether this was an isolated incident or related to previous incidents. Obtain a

written statement from the complainant. If the complainant is unable to provide a written statement, school personnel shall assist in writing a statement as dictated by the complainant. It is important to note that any oral report of bullying is to be considered a complaint and, as such, must be addressed.

- Intervene immediately and take corrective action to stop bullying behavior.
- Assure the target of the bullying that steps will be taken to monitor that the bullying behavior does not continue. Provide the individual with the names of school personnel who can help if the situation continues, escalates, or arises again.
- Determine what type of action or consequences will resolve the situation.

Inform the target of the bullying (and his or her parent or guardian) of any corrective actions that might have been or will be required to be taken to resolve the complaint. This should be done in a manner that protects the privacy of all parties.

- Continue to monitor with the target of the bullying that the bullying has stopped.
- It is important to note that bullying may, at times, be part of a continuum of violence and that some bullying actions can and do constitute other categories of misconduct such as sexual harassment, hate crimes, assault, or child abuse, and as such, they would violate other District policies. When bullying behavior does escalate to the level of violating other District policies, District personnel are obligated to adhere to appropriate District reporting guidelines and may be required to report to one or more of the following District offices or outside agencies: the Educational Equity Compliance Office, the Student Discipline Proceedings Unit, a Local District Office, LAUSD School Police, Local Law Enforcement, and/or the Department of Children and Family Services.