



West Elementary

Grandville Public Schools

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Dear Parents,

At West Elementary, we have an excellent student body with very few discipline problems, but we can always improve. Efforts to prevent bullying and violence in Grandville Public Schools is a top priority. West Elementary, as well as several other GPS staffs, have participated in training sessions presented by Marcia McEvoy, Ph.D. Dr. McEvoy is an expert in school bully and violence prevention. She has trained our teachers and other staff members on how to recognize and deal with bullying/mean behavior.

Bullying is a form of violence that is intentional and repeated and involves an imbalance of power between the people involved. Bullying can take the form of a look, gesture, word, or action. Teachers will be training our children how to recognize bullying/mean behavior and what to do about it. These skills are important life skills for children, adolescents, and adults.

West Elementary staff has created a definition of violence. We will refer to it as "Below The Line Behavior." This definition will be reviewed and discussed with our students annually because we want to intervene on mean behavior so it does not escalate to bullying patterns. Additionally, the definition, paired with using words and pictures, will be prominently displayed throughout our building.

We have also identified types of aggressive behavior and specific consequences. Our Above The Line Behavior Plan has a set of rubrics (rules) based on objective behavior standards. The plan helps build a school environment where what happens to a person depends on what he or she does. Students, parents, and staff in schools with a rubric-based approach know how discipline is handled in and out of the school building.

The goal of our Above The Line Behavior program is to create a safe environment in which students can become risk takers and reach their fullest academic potential. It will better enable us to instill in each individual an awareness of his/her importance and the need for cooperation among all people in our society. Clear expectations assist students in understanding how to relate in the classroom, hallways, on the playground, and outside of the school setting.

Attached to this letter is our definition of "Below The Line Behaviors" and the behavioral rubric. Please discuss this important information with your child.

If you have any questions, please feel free to contact your child's teacher or you can telephone me at 254-6251.

Sincerely,

Ann DeYoung, Principal



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West Elementary

Above The Line Behavior

Respect Responsible Productive Safe

A Below The Line Behavior is any **MEAN**:

Look, Gesture, Word, Action or Sound

That hurts or could hurt a person's

Body, Feelings, Friendships, Reputation, or
Property

Bullying or **Mean** behavior is a form of violence.

Whether it is meant or not, it is how it is
received, not how it was intended.

RESPECT AND DIGNITY FOR ALL



West Elementary School Bullying Rubric

Behavior	1 st Offense	2 nd Offense	3 rd Offense
<p>Level 1 Horseplay – “Goofing around” or “playing” that may include pushing, shoving, grabbing, jumping on, mean or rude gestures or name calling/teasing where there is no imbalance of power.</p>	<ul style="list-style-type: none"> • 15 second intervention • Teacher documentation • Warning 	<ul style="list-style-type: none"> • 15 second intervention • Teacher documentation • Student/admin call parent 	<ul style="list-style-type: none"> • 15 second intervention • Teacher documentation • Student/admin call parent • Silent supervised lunch • Reflection form completed
<p>Level 2 Mild Aggression/Teasing – Name calling, taunting, ridiculing, insulting remarks, spreading rumors, directed profanity, or other behavior that would hurt others’ feelings, written or spoken.</p>	<ul style="list-style-type: none"> • 15 second intervention • Teacher documentation • Student/admin call parent • Opportunity for apology/make it right 	<ul style="list-style-type: none"> • 15 second intervention • Teacher documentation • Student/admin call parent • Silent supervised lunch • Reflection form completed • Opportunity for apology/make it right 	<ul style="list-style-type: none"> • 15 second intervention • Teacher documentation • Student/admin call parent • 2 silent supervised lunches • Reflection form completed • Opportunity for apology/make it right
<p>Level 3 Moderate Aggression –</p> <ul style="list-style-type: none"> • Physical contact – intimidation: pushing, shoving, grabbing, tripping, etc. • Verbal or other intimidation: threats of physical or emotional aggression, planned exclusion, etc. • Personal property: disrespect of personal property. 	<ul style="list-style-type: none"> • 15 second intervention • Teacher documentation • Silent Supervised lunch • Student/admin call parent • Reflection form completed • Opportunity for apology/make it right 	<ul style="list-style-type: none"> • 15 second intervention • Teacher documentation • 2 Silent supervised lunches • Student/administrator call parent • Reflection form completed • Opportunity for apology/make it right 	<ul style="list-style-type: none"> • 15 second intervention • Teacher documentation • Student/administrator call parent • Reflection form completed • In-school suspension for remainder of the day or parent called to pick up student • Possible 1 – 3 day OSS
<p>Level 4 Severe Aggression –</p> <ul style="list-style-type: none"> • Physical contact intending to or resulting in injury: hitting, kicking, fighting, and similar behavior that risks injury to others. • Intimidation: ethnic/sexual harassment, stalking, severe threats of emotional or physical violence, etc. • Personal property: stealing or destruction of personal property. 	<ul style="list-style-type: none"> • 15 second intervention • Teacher documentation • Student/administrator call parent • ISS or OSS for the remainder of the day, possible 1 – 3 additional days • Optional administrator/parent conference • Possible police contact 	<ul style="list-style-type: none"> • 15 second intervention • Teacher documentation • Parent/administrator conference • Behavioral Intervention Plan • 1 – 5 day OSS • Possible police contact 	<ul style="list-style-type: none"> • 15 second intervention • Teacher documentation • Parent/administrator conference • Up to 10 day OSS • Possible referral for long term suspension/expulsion • Possible police contact

ISS = In School Suspension
OSS = Out of School Suspension

Note: Administrative discretion is reserved for all infractions. Consequences assigned may be modified and may include police involvement in any above category based on the circumstances, severity, and/or one’s previous disciplinary profile. Students violating behaviors in excess of three offenses will be placed on an individual plan with additional consequences.