

POST IN, CLASSROOMS, STAFF ROOMS, OFFICES, WORK STATIONS

- I. The San Bernardino City Unified School District believes that all students and staff have a right to a safe and healthy school environment. The district, schools, and community have an obligation to promote mutual respect, tolerance, and acceptance.

The San Bernardino City Unified School District will not tolerate behavior that infringes on the safety of any student or staff member. No person affiliated with San Bernardino City Unified School District shall intimidate, harass, or bully another person through words or actions. Such behavior includes: direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; and social isolation or manipulation, retaliation or measures taken that impact learning or work environments.

- II. The San Bernardino City Unified School District expects students and/or staff to immediately report incidents of bullying to the principal or designee. Staff who witness such acts must take immediate steps to intervene when safe to do so. Each complaint of bullying should be promptly investigated. This policy applies to students or staff on school grounds, while traveling to and from school or a school-sponsored activity, during the lunch period, whether on or off campus, and during a school-sponsored activity. Cyber and electronic bullying shall be included where a nexus exists or causes a disruption to the educational and/or work environment.

- III. To ensure bullying does not occur on school campuses, the San Bernardino City Unified School District shall provide professional development training in bullying prevention to cultivate acceptance and understanding to equip all students and staff to build each school's capacity to maintain a safe and healthy learning and/or work environment.

The San Bernardino Unified School District shall establish procedures that discuss this policy with staff and students (in age-appropriate ways) and should assure them that they need not endure any form of bullying. Any person who engages in bullying, in any form is in violation of this policy and are subject to disciplinary action.

- IV. The San Bernardino Unified School District will adopt a procedure to be followed by every person affiliated with San Bernardino City Unified (including parents and community members). The procedure shall include, but is not limited to:

- Any student who engages in bullying may be subject to disciplinary action up to and including expulsion.
- Restorative Justice and Positive Behavior supports programs will be established to assist students in understanding the consequences of bullying behavior.
- Students and staff are expected to immediately report incidents of bullying to the principal or designee.
- Students can rely on staff to promptly investigate each complaint of bullying in a thorough and confidential manner.
- Staff members who engage in bullying may be subject to disciplinary action up to and including termination.
- If the complainant student, staff, or the parent of the student feels that appropriate resolution of the investigation or complaint has not been reached, the student or the parent of the student should contact Youth Services. If a staff member feels there is not a satisfactory resolution they should contact Employee Relations.
- The San Bernardino City Unified School district prohibits retaliatory behavior against any complainant or any participant in the complaint process.

- V. The procedures for intervening in bullying behavior include, but are not limited, to the following:

- All persons affiliated with San Bernardino City Unified will receive a summary of this policy prohibiting intimidation and bullying: at the beginning of the school year, as part of the student handbook and/or information packet, as part of new student orientation, and as part of the school system's notification to parents.
- The school and/or department will make reasonable efforts to keep a report of bullying and the results of investigation confidential.
- Each school and/or department shall ensure that the bullying policy and anti-bullying literature is posted in every classroom based on Education Code 234.1.
- Staff who witness acts of bullying shall take immediate steps to intervene when safe to do so. People witnessing or experiencing bullying are strongly encouraged to report the incident; such reporting will not reflect on the target or witnesses in any way.

- VI. The San Bernardino Unified School District wants to ensure that all students and staff are free to receive an education and to work in a bully free non-hostile learning/work environment. Retaliation of any kind is considered Bullying. A Bullying committee (inclusive of all bargaining units) will be established by the district to convene on a regular basis to continually improve district procedures.

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