

**Rupert A. Nock Middle School**  
**Intervention Procedure for Bullying Behaviors**

Once a bullying incident is reported and a referral submitted students involved will have the opportunity to separately participate in behavioral coaching. Consequences for more serious behaviors may proceed directly to Step 4 or 5 if it is determined, by school administrator, to be necessary. Consequences will result as follows:

**Step One: Warning**

A staff member may re-direct or re-teach the rule with which a student is having difficulty, and coach the student on specific strategies to avoid bullying behavior in the future. Report form is completed. Parents are notified at teacher/staff member's discretion. Depending upon the severity of the offense, the student may be referred directly to the Assistant Principal/Principal.

**Step Two: Intervention by Teacher/Faculty Member or Administrator**

Meetings/conferences are held with student(s) involved (coaching). School expectations and rules regarding bullying are reviewed with bullying student. Parent is notified. Report form is completed. Student is informed of Steps 3-5. Consequences are applied consistent with level of severity of the bullying behavior.

**Step Three: Initial Intervention with Assistant Principal/Principal**

A conference is held with student(s) involved. Parent is notified and contract is created, which is signed by parent(s) and student. Student is informed of Steps 4 & 5. Consequences are applied consistent with level of severity of the bullying behavior.

**Step Four: Intervention with Assistant Principal/Principal for Repeated Offenses**

One day suspension is issued. Student calls parent with Assistant Principal/Principal. Student is informed of Step 5. Consequences are applied consistent with level of severity of the bullying behavior.

**Step Five: Crisis Intervention Response with Assistant Principal/Principal and/or other staff**

Parent is required to pick up student and remove from school. Short-term suspension, long-term suspension, or expulsion required.

*\*Retaliation against a reporter will result in immediate Level Two or Level Three consequence.*

*\*\*All Level Three behaviors should be referred to administration even without prior warnings or steps in the process.*

## Hierarchy of Bullying Behaviors and their Possible Interventions

**Definition of Bullying:** Bullying is unfair and one-sided; it involves an imbalance of power. It happens when someone is repeatedly hurting, frightening, threatening or leaving someone out on purpose. Like harassment, bullying situations take into account the perception of the victim and not just the individual or group action.

*Please note that any of the interventions listed may be enacted. Depending upon the severity or frequency of the behavior, a Level One offense may arise to that of a Level Two intervention and a Level Two offense may arise to that of a Level Three intervention.*

### Level One Bullying Behaviors

Gossiping/Spreading Rumors  
Embarrassing someone on purpose  
Pushing/Kicking/Hitting  
Spitting  
Mocking/Mimicking  
Name-calling/Put Downs  
Dirty Looks  
Teasing in a hurtful way  
Daring someone to break a school rule  
Excluding from a group

### Level One: Possible Interventions

1. Apology and making amends by:
  - a) repairing, cleaning, replacing
  - b) writing a report or designing a poster on the topic
2. Loss of privileges
3. Parent Notification
4. Develop a behavior plan
5. Make an environmental change
  - a) move seat
  - b) adjust schedule
  - c) increase level of supervision
6. Teacher detention issued

*A pattern of Level 1 offenses may result in consequences for Level 2 offenses and referral to intervention services.*

### Level Two Bullying Behaviors

Threatening to take or destroy a possession  
Taking or destroying a possession  
Making verbal threats to harm or intimidate  
Viciously encouraging others to exclude someone  
Viciously encouraging others to spread rumors  
Locking someone in a confined space  
Using force to get someone to act unsafely  
Retaliation against someone reporting bullying  
Teasing in a racial/sexual manner  
Humiliating someone publically

### Level Two Possible Interventions

1. Loss of privileges
2. Making amends
  - a) Community service
  - b) Writing a report or designing a poster on the topic
3. Office detention issued
4. Student Behavior Plan/Counseling Intervention
5. Out-of-school suspension

### Level Three Bullying Behaviors

Physical violence/inflicting bodily harm  
Threatening with a weapon  
Maliciously excluding  
Manipulating social order to achieve rejection  
Malicious rumor mongering  
Threatening with total isolation by peer group  
Verbal threats of aggression against property or possessions  
Verbal threats of violence or of inflicting bodily harm  
Threats of using coercion against family or friends  
Coercion  
Retaliation  
Racial/Sexual Harassment

### Level Three Possible Interventions

1. Student Behavior plan
2. Referral to one-on-one small group intervention sessions
  3. Out-of-school suspension
4. Short-term suspension for one to ten days
5. Long-term suspension - more than 10 ten days
6. Expulsion from school or school district

*Criminal behavior will be referred to law enforcement for further action.*

# **Bullying Report Form**

Adult receiving the report: \_\_\_\_\_

Date and time: \_\_\_\_\_

Who reported the bullying (circle one)    bullied child                    bystander

Bullied child/children: \_\_\_\_\_

Child/children who bullied: \_\_\_\_\_

## Level of Offense:

Warning \_\_\_\_\_ Step 1 \_\_\_\_\_ Step 2 \_\_\_\_\_ Step 3 \_\_\_\_\_ Step 4 \_\_\_\_\_ Step 5 \_\_\_\_\_

Where the bullying occurred: \_\_\_\_\_

Description of the bullying behaviors:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are there immediate safety concerns?    Yes            No

Level of Behavior (on back)    1 \_\_\_\_\_            2 \_\_\_\_\_            3 \_\_\_\_\_

Specific Concerns (check all that apply)

- Physical injury
- Damaged clothing
- Fear of retaliation
- Emotional needs
- Transportation needs