STEP 1

Alleged Bullying/Harassment occurs.

STEP 2

The incident is reported to school

Administration by a community member,

Student or staff member.

STEP 3

-Within **2** days, school administration will

begin the investigation process.

- All parties (includes parent/guardian)

involved will be notified and Informed

about the process.

STEP 4

Within 10 days, a report of the results of

the investigation will be given to the

Principal to determine if the incident

meets the criteria for Bullying/Harassment

Incident.

YES NO

1. School discipline will be administered 1. Students are counseled on the

According to TCSD discipline matrix. Results of the investigation.

1. Counseling and support provided for 2. All parties are notified.

The victim.

1. All parties are notified and SESIR report is filled