

## **PASS CHRISTIAN PUBLIC SCHOOL DISTRICT**

### **STUDENT BULLYING PROCEDURES AND PROTOCOL**

The Pass Christian Public School District will make every reasonable effort to ensure that no student or school employee is subjected to bullying or harassing behavior by other students or school employees. Likewise, the District will make every reasonable effort to ensure that no person engages in any act of reprisal or retaliation against a victim, witness, or a person with reliable information about an act of bullying or harassing behavior.

The District requires anyone who has witnessed or has reliable information that a student or school employee has been subject to any act of bullying or harassing behavior to report the incident to the appropriate school official.

Any student who feels he/she has been a victim of bullying or harassing behavior, or has witnessed or who has reliable information that a student has been subject to bullying or harassing behavior shall report such conduct to a teacher, principal, counselor, or other school official. The Student Complaint/Concern Report form will be used for documentation. The complaint will be investigated promptly.

If the complaint is determined to be bullying or harassment, the parents will be contacted, as appropriate, and notified of the complaint involving their student. When the investigation is completed and a decision is made, appropriate parties (including parents) will be notified. All findings related to the complaint will be reduced to writing.

If the victim or victim's parent is not satisfied with the resolution of the complaint, s/he may request to meet with the principal. If the victim or victim's parent is not satisfied with the principal's decision, s/he may submit a written appeal to the Superintendent. The superintendent may arrange such meetings with the victim and other affected parties as deemed necessary to discuss the appeal. The superintendent will provide a written decision to the victim's appeal within ten (10) working days.

If the victim or victim's parent is not satisfied with the superintendent's decision, s/he may submit a written appeal to the Board of Trustees and the matter will be added to the agenda for the next board meeting. The Board shall allow the victim and parents as appropriate to appear and present reasons for dissatisfaction with the decision of the superintendent. The Board will provide a written decision within ten (10) working days following the victim's appearance before the Board.