

Collierville Schools Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: <h2 style="text-align: center;">Student Discrimination, Harassment, Bullying, Cyberbullying and Intimidation</h2>	Descriptor Code: <h3 style="text-align: center;">6.304</h3>	Issued Date: <h3 style="text-align: center;">07/12/16</h3>
		Rescinds: <h3 style="text-align: center;">6.304</h3>	Issued: <h3 style="text-align: center;">05/13/14</h3>

1 The Collierville Schools Board of Education has determined that a safe, civil, and supportive environment in
 2 school is necessary for students to learn and achieve high academic standards. In order to maintain that
 3 environment, acts of bullying, cyber-bullying, discrimination, harassment, hazing or any other victimization of
 4 students, based on any actual or perceived traits or characteristics, are prohibited.¹

5 This policy shall cover behaviors of students and employees while on school property, at any school-sponsored
 6 activity, on school-provided equipment or transportation, or any official school bus stop. If the act takes place off
 7 school property or outside of a school-sponsored activity, this policy is in effect if the conduct is directed
 8 specifically at a student or students and has the effect of creating a hostile educational environment or otherwise
 9 creating a substantial disruption to the education environment or learning process.

10 **DEFINITIONS**

11 Bullying/Intimidation/Harassment - An intentional act that substantially interferes with a student’s educational
 12 benefits, opportunities, or performance, and the act has the effect of:

- 13 • Physically harming a student or damaging a student’s property;
- 14 • Knowingly placing a student or students in reasonable fear of physical harm to the student
 15 or damage to the student’s property;
- 16 • Causing emotional distress to a student or students; or
- 17 • Creating a hostile educational environment.

18 Bullying, intimidation, or harassment may also be unwelcome conduct based on a protected class (race,
 19 nationality, origin, color, gender, age, disability, religion) that is severe, pervasive, or persistent and creates a
 20 hostile environment.

21 Cyberbullying - A form of bullying undertaken through the use of electronic devices. Electronic devices include,
 22 but are not limited to, telephones, cellular phones or other wireless telecommunication devices, text messaging,
 23 emails, social networking sites, instant messaging, videos, web sites or fake profiles.

24 Hazing - An intentional or reckless act by a student or group of students that is directed against any other student(s)
 25 that endangers the mental or physical health or safety of the student(s) or that induces or coerces a student to
 26 endanger his/her mental or physical health or safety. Coaches and other employees of the school district shall not
 27 encourage, permit, condone or tolerate hazing activities.³

28 “Hazing” does not include customary athletic events or similar contest or competitions and is limited to those
 29 actions taken and situations created in connection with initiation into or affiliation with any organization.

1 **REPORTING COMPLAINTS**

2 Any student that believes that he/she is the subject of or has witnessed an act of harassment, intimidation, bullying
3 or cyberbullying shall report the conduct immediately to a teacher, school counselor or school administrator.²

4 Any parent/guardian of a student that believes that his/her child is the subject of or has witnessed an act of
5 harassment, intimidation, bullying or cyberbullying shall report the conduct to any teacher, school counselor, or
6 school administrator.

7 Any Collierville Schools employee or other member of the Collierville Schools community, including students,
8 parents, volunteers, and visitors, that witnesses an act of harassment, intimidation, bullying or cyberbullying
9 shall report the conduct to a school building level principal/designee.

10 Reports of harassment, intimidation, bullying and/or cyberbullying may be made anonymously to any school
11 teacher, school counselor, school administrator or Collierville Schools Student Services representative. All such
12 reports will be immediately reported to the school principal.

13 False accusations accusing another person of having committed an act prohibited under this policy are prohibited.
14 Any student or employee found to have falsely accused someone of having committed an act of harassment or
15 intimidation, bullying or cyberbullying, as a means of harassment, intimidation, bullying or cyberbullying, shall
16 be disciplined in accordance with Collierville Schools disciplinary policies and procedures.

17 **INVESTIGATIONS**

18 The principal/designee at each school shall be responsible for investigating all reports of harassment, intimidation,
19 bullying and/or cyberbullying. Once a report is received, the principal/designee shall initiate an investigation
20 within forty-eight (48) hours of receipt of the report, unless the need for more time appropriately documented.⁴

21 After the principal/designee has determined that a student was involved in an act of harassment, intimidation,
22 bullying or cyberbullying, the principal/designee shall inform the parent/guardian of the student's involvement in
23 act of harassment, intimidation, bullying or cyberbullying and provide information relative to the availability of
24 counseling and/or support services by school counseling personnel or other resources, when needed or necessary.
25 ^{1,4}

26 All investigations shall be completed and appropriate intervention taken within twenty (20) calendar days from
27 the receipt of the initial report.⁴ When a complaint is filed alleging a violation of this policy where there is
28 physical harm or the threat of physical harm to a student or a student's property, the principal/designee shall report
29 the findings and any disciplinary actions taken to the director of schools and the chair of the board of education.

30 **CONSEQUENCES**

31 Any student or employee that commits an act of harassment, intimidation, bullying and/or cyberbullying to a
32 student shall be disciplined in accordance with Collierville Schools disciplinary policies and procedures.

33 An employee disciplined for violation of this policy may appeal the decision by contacting the Collierville Schools
34 Federal Rights Coordinator. Any student disciplined for violation of this policy may appeal the decision in
35 accordance with Collierville Schools disciplinary policies and procedures.

36 **RETALIATION**

37 Retaliation or reprisal against any person who reports or assists in any investigation of an act alleged in this policy
38 is prohibited. The administrator shall determine the consequences and appropriate remedial action for a person

- 1 who engages in retaliation or reprisal, after consideration of the nature, severity, and circumstances of the act and
- 2 in accordance with Collierville Schools disciplinary policies and procedures.

3 **TRAINING**

- 4 The Collierville Schools Federal Rights Coordinator/designee is responsible for ensuring the education and/or
- 5 training of school staff and students annually as to the definition, prevention, intervention, and recognition of
- 6 harassment, intimidation, bullying, and cyberbullying.

Legal References

1. TCA 49-6-4505
2. 20 USCS §§ 1681 to 1686
3. TCA 49-2-120
4. Public Acts of 2016, Chapter No. 783

Cross References

- Appeals To and Appearances Before the Board 1.608
- Staff-Student Relations 5.610
- Student Complaints and Grievances 6.305
- Discipline Procedures 6.313