



Franklin Elementary School

Alicia Rodriguez, School Counselor

Dear Parents and Guardians,

I hope this message finds you well. As the school counselor, I wanted to take a moment to provide you with some essential information regarding Harassment, Intimidation, and Bullying (HIB) policies and procedures within our school community.

HIB is a matter of utmost importance, and our school is committed to maintaining a safe and inclusive environment for all students. To ensure that everyone is informed and aware of our HIB policies, here are some key points:

1. ****What is HIB?****

Harassment, Intimidation, and Bullying (HIB) refer to any deliberate, repeated, or harmful actions, words, or behaviors that target a student or group of students, causing them emotional or physical distress. Our school has a strict policy against HIB.

2. ****Reporting Procedures:****

If your child or someone you know is a victim of HIB or if you witness any such behavior, please report it immediately to a teacher, school staff member, or directly to me. We take all reports seriously and investigate each one thoroughly.

3. ****Prevention Programs:****

We have implemented various prevention programs and initiatives within our school to create a positive and respectful atmosphere. These programs include HIB awareness lessons, character education, and peer support groups.

4. ****Support and Resources:****

Our school is dedicated to providing support to both victims and those who engage in bullying behaviors. Counseling and intervention services are available to address the needs of all students involved.

5. ****Parental Involvement:****

We encourage open communication between parents, guardians, and the school. If you have any concerns or questions related to HIB, please feel free to reach out to me. Your involvement is crucial in addressing and preventing HIB incidents.



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6. **Training and Education:**

We regularly provide training to our staff and students on recognizing, preventing, and reporting HIB. Your child will receive age-appropriate information about HIB through their classroom lessons.

7. **Confidentiality:**

Please be assured that all reports and discussions related to HIB will be treated with the utmost confidentiality, in accordance with our school policies and state laws.

We are committed to maintaining a safe and nurturing learning environment for all students. If you have any questions or would like further information regarding our HIB policies and procedures, please do not hesitate to contact me at [Your Contact Information].

Thank you for your cooperation in helping us ensure a safe and inclusive school community.

Sincerely,

Ms. Rodriguez, School Counselor