

**Bullying Prevention in Positive Behavior Support Implementation Checklist:
Moving from Discussion to Action**

This planning guide is designed for use by teams planning to implement bullying prevention efforts as part of their existing school-wide positive behavior support system. The guide defines steps for the school team and district leadership team that will increase the likelihood that the bullying prevention effort will be implemented with fidelity, sustained, and a benefit to students, families and faculty.

School Building Planning Team

Action	Criterion	In Place Partially in Place Not in Place	Who?	By When?
1. Faculty/Staff Readiness	Team defined to lead implementation of BP-PBIS			
	All faculty/staff have read the BP-PBIS manual			
	Build consensus: monitor faculty/family reports, ODR data, Student Climate Survey data (ES, MS, HS), and student forums data (MS, HS)			
	"Stop" signal selected			
	"Stopping" routine selected			
	All faculty/staff have received BP-PBIS orientation training			
2. Curriculum Delivery	Schedule developed for student BP training.			
	BP-PBIS lessons delivered to all students			
	Plan developed for BP-PBIS orientation for students who enter during the year.			
3. Follow-up/ Booster	Follow-up lessons scheduled to occur during two month period after initial student training.			
	Follow up lessons delivered at least twice after initial training, including practice in applicable settings.			
4. PBIS team	BP-PBIS set as a standard item on the PBIS team agenda			

5. Coaching	Plan developed for coaching and feedback for playground supervisors			
	Coaching for playground, lunch, hall supervisors provided at least twice, and as needed after.			
6. Evaluation/ Monitoring	Quarterly review to assess if BP-PBIS is being used as intended (fidelity)			
	Monthly review of office referral and incident reports related to bullying behaviors (physical aggression, bullying/harassment, fighting)			
	Collect and study Student Climate survey data at least annually			
	Social Validity: ongoing review of efficiency and impact with families, faculty, students			
District Leadership Team				
Action	Criterion	In Place Partially in Place Not in Place	Who?	By When?
1. Bullying Prevention orientation for New Faculty	Fall orientation for all new faculty			
2. Visibility/District updates	Report to District administration or board at least annually on: a) number of schools using BP-PBIS, b) fidelity of implementation, c) impact on student behavior.			
3. External Coaching	District has individual(s) trained to conduct staff orientation/training/coaching in BP-PBIS			