

**Leonia School District
Anti-Bullying Coordinator**

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The Leonia School District prohibits bullying in any form. Students, staff, and guardians, who have been subjected to or have witnessed bullying may immediately report the incident to administration. The principal will determine how to proceed with the support of proper personnel.

The developmental levels of the students involved are taken into consideration during such circumstances:

- Children in the elementary school level (ages 3-10), do not always have the understanding of what bullying behavior is and what is normal conflict.
- While adults may see a situation as bullying, young children may not have the understanding of such behavior.
- Skills are introduced, taught, modeled, and practiced in the Be Your Best Bullying Prevention Program along with daily social emotional learning at ACS.

School Personnel will determine whether the communicated incident is a HIB, Code of Conduct infraction, or normal conflict.

Responses to interventions, Restorative Justice supports are proactively considered for each individual incident and student.

**NJ Anti Bullying Bill of Rights Act
Fact Sheet**

How is HIB defined?

Harassment, intimidation, or bullying means any gesture, written or electronic communication, including telephone, computer, verbal or physical act that takes place on school property, on a school bus, or away from school that:

- a. A **reasonable** person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging a student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property OR
- b. Has the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, substantial interference with, the orderly operation of the school OR
- c. Creates a hostile educational environment for the student by interfering with a student's education or by severely causing physical or emotional harm to the student.

State Guide:

<https://www.state.nj.us/education/students/safety/behavior/hib/ParentGuide.pdf>

Is it bullying or a conflict?

During a conflict, name calling, threats, and other conduct might look like bullying. However, conflict and bullying are very different. Unlike bullying, during a conflict, people are equally involved in some type of disagreement. A conflict is considered mutual, meaning everyone is more involved in the problem and solution. Bullying on the other hand, involves one or several people, intentionally committing a mean or violent act against another person or group. There is no mutual participation; it is one sided. Conflicts and bullying incidents can disrupt the school day, however, when it is a conflict, the school will take action based on the code of student conduct rather than a HIB response.

The Path of the HIB Complaint

Once a verbal report of alleged HIB act is informed to administration:

1. Administrators with the assistance of specific school personnel will determine whether the incident is a HIB or Code of Conduct incident. If it is a HIB, a written report form is to be completed by the person who reported to the administrator.
2. Guardians are contacted by the administrator that a HIB investigation has begun.
3. ABS initiates the investigation within 1 school day of the written report. Investigation is completed in 10 days. Written report is sent within 2 days to the superintendent.
4. The superintendent reports to the BOE the results of the HIB investigation at a BOE meeting. A written report is provided to the guardians within 5 days after the meeting. Guardians may request a BOE hearing and may appeal to NJDOE and/or Office of Civil Rights.

What happens to my child if the school confirms a HIB?

The BOE requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation and bullying, consistent with the Code of Student Conduct.

Examples of remedial measures include: behavioral contract, social skills training, anger management activities, reflective essay to ensure the student understands the impact of his actions, age appropriate restorative practices.

Examples of support for students who are targets under HIB: Meeting with trusted staff members to explore feelings, develop a plan to ensure the safety of the student, peer mentor activities, meeting with school counselor or CST members to develop social emotional skills of safety and support.

The school takes all incidents seriously and works to create a positive outcome for all students in handling conflicts in a healthy way.

All children deserve to learn in a safe and supportive environment and the Leonia School District is committed to creating a safe environment where all students can succeed with the support of family.

For further information and resources visit the leoniaschools.org site.