

 POLICY REGULATION	REGULATION TITLE: Bullying, Intimidation and Harassment
	CODE: JICFB - R

TUSD is committed to conducting a prompt and thorough investigation of every complaint of bullying as defined under Board Policy JICFB - Bullying, Intimidation and Harassment.

Reporting Procedure

- It is the policy of the Tucson Unified School District to encourage any person who believes he or she has been the victim of bullying or any person with knowledge or belief of conduct that may constitute bullying shall report the alleged acts immediately to any volunteer, contractor, teacher, guidance counselor, school administrator, or other employee.
- The school district encourages the reporting party or complainant to use the report form available from the principal of each building, school district office or available on the Internet, but oral reports shall be considered complaints as well.
- Any adult school employee who witnesses, overhears, or receives a report, formal or informal, written or oral, of bullying at school or during school-sponsored activities shall report any bullying to the principal or the principal’s designee. The report should be filed as soon as possible, but within 10 working days.
- A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying.
- Reports of bullying are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.
- Submission of a good faith complaint or report of bullying will not affect the complainant’s or reporter’s future employment, grades, or work assignments, or educational or work environment.
- The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district’s obligation to investigate, take appropriate action, and comply with any legal disclosure obligations. No retaliation will be allowed as a result of the reporting of a bullying incident.

School District Action

- Staff members must report the incident to the principal or designee, in writing, with such details as may have been provided. A failure by a staff member to timely inform the school administrator or designee of a bullying allegation or their observation of an incident of bullying may subject the staff member to disciplinary action in accord with District policies.

- Upon receipt of a complaint or report of bullying, the principal shall undertake or authorize an investigation.
- The school district may take immediate steps, at its discretion, to protect the complainant, reporter, students, or others pending completion of an investigation of bullying.
- Upon completion of the investigation, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior.
- The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. All staff will maintain confidentiality of the incident and all parties involved.
- An appeal of the investigative outcome may be made to the supervisor of the investigator. This appeal must be in writing. The final decision of appeals will be with the respective Assistant Superintendent's office.

Reprisal

- The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who retaliates against any person who makes a good faith report of alleged bullying or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists, or participates in a proceeding or hearing relating to such bullying. Retaliation includes, but is not limited to, any form of intimidation, harassment, or intentional disparate treatment.

Training and Education

- The school district will provide education and information to students and employees regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying.

Notice

- The school district will give annual notice of this policy to students, parents or guardians, and staff, and a summary of this policy shall appear in the Students Rights and Responsibility Handbook.

Adopted: October 5, 2004
 Reviewed: July 15, 2011 [Friday Report]
 Review:

Future Cross Ref: GBEB Staff Conduct
 JIC Student Conduct
 JII Student Concerns, Complaints and Grievances
 JK Student Discipline

JKD Student Suspension
JKE Student Expulsion