



## **POLICY PROHIBITING HARASSMENT, INTIMIDATION, AND BULLYING**

1. The Board prohibits acts of harassment, intimidation, and bullying. (N.J.S.A. 18A:37-15 (3)(b)(1))

A safe and civil school environment is necessary for learners, staff, and administrators to work, play, and learn. Since it is hopeful that ALG learners will imitate adult models in the environment, school personnel, volunteers, and visitors should be commended for demonstrating appropriate behavior and treating others with respect. Occurrences of harassment, intimidation, or bullying will not be tolerated.

2. **Harassment, intimidation, or bullying** shall be defined as any gesture or written, verbal or physical act that takes place on school property, at any school sponsored function, or in a school vehicle that (N.J.S.A. 18A:37-15 (3)(b)(2)):

a. Is motivated by any actual or perceived characteristic, such as race, color, religion, ancestral, national origin, gender, sexual orientation, gender identity and expression, or mental, physical, or sensory disability; or

b. By any other distinguishing characteristic; and

c. A reasonable person should know, under the circumstances, that the act(s) will have the effect of harming a learner or damaging the learner's property, or placing a learner in reasonable fear of harm to his/her person or damage his/her property; or

d. Has the effect of insulting or demeaning any learner in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

e. "Sexual Harassment" is unwelcome sexual attention or behavior, whether physical or verbal, arising at or relating to school which interferes with another student's ability to learn effectively or impacts another individual's school performance by creating an intimidating, hostile or offensive environment. Sexually harassing conduct may include but is not limited to, repeated offensive and unwelcome sexual flirtations, advances, propositions; continual or repeated verbal abuse of a sexual nature; graphic verbal commentaries about an individual's body; sexually degrading words used to describe an individual; and the display of sexually suggestive objects or pictures.

3. The Board of Directors expects learners to conduct themselves in keeping with their levels of development, maturity, and demonstrated capabilities with proper regard for others and the care of school facilities and equipment, as well as community facilities. (N.J.S.A. 18A:37-15 (3)(b)(3))

a. The standards for behavior for each learner will be collaboratively established by the learner's family, sending school district personnel, and ALG administration. These standards will be reviewed annually at the learner's IEP meeting with provisions for parents/guardians whose primary language is other than English.

b. Learners will be expected to, and rewarded for acceptable social behavior including, but not limited to polite and helpful behavior and other responses that are incompatible with socially unacceptable behavior.

4. The response to learners who commit one or more acts in violation of this policy should be determined based on the totality of the circumstances. (N.J.S.A. 18A:37-15 (3) (b) (4))

a. School administrators shall consider the developmental and maturity levels of the parties involved, the levels of harm, the surrounding circumstances, the nature of the behavior, past incidences or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incident(s) occurred.

b. An appropriate consequence will be determined, consistent with the case law, Federal and State statutes, regulations and policies, and district policies and procedures.

c. Consequences and appropriate action may range from positive behavioral interventions up to and including suspension or expulsion.

5. The Principal or his/her designee is responsible for receiving complaints alleging violations of this policy. (N.J.S.A. 18A:37-15 (3)(b)(5))

a. All school employees are required to report alleged violations of this policy to the Principal or the Principal's designee.

b. All other members of the school community, including but not limited to students, parents, guardians, volunteers, and visitors are encouraged to report any act that may be a violation of this policy.

c. Reports may be provided orally or in writing. Both forms shall be considered official reports. Written reports may be filed by email to the Principal or placed in the Principal's in box in the main office.

d. Reports may be made anonymously, but formal disciplinary action may not be based solely on the basis of an anonymous report.

6. The Principal or the Principal's designee is responsible for conducting a prompt, thorough, and complete investigation of the alleged incident. (N.J.S.A. 18A:37-15 (3)(b)(6))

a. The Principal or the designee will complete a written report stating the specific nature and details of the current incident.

b. The incident file will be reviewed annually by the Principal and presented to ALG's Human Rights Committee for review and recommendations to reduce future incidents of harassment, intimidation, and bullying.

7. The Principal shall respond appropriately to validated reports and the recommendations of the Human Rights Committee. (N.J.S.A. 18A:37-15(3)(b)(7))

a. The Principal or designee will review completed report(s) and respond accordingly.

1) Consequences and appropriate remedial actions for learners who commit an act of harassment, intimidation, or bullying range from positive behavior interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1, Discipline of Pupils.

2) Consideration will be given to the nature and circumstances of the act(s), the level of harm, the nature of the behavior, past incidences or past or continuing patterns of behavior, and the context in which the alleged incident(s) occurred.

b. Responses may involve school building personnel and/or law enforcement officers. (Memorandum of Agreement Between Education and Law Enforcement Officials N.J.A.C. 6A:16-6.2(b)12).

c. Resources (e.g., outside consultation) shall be made available to individual victims of harassment, intimidation, and bullying and response will not be stigmatizing to the victim.

8. ALG prohibits reprisal or retaliation against any person who reports an act of harassment, intimidation, or bullying.

9. Appropriate remedial action will be taken for a person to have falsely accused another as a means of harassment, intimidation, or bullying. (N.J.S.A. 18A:37-15 (3)(b)(9))

a. Consequences and appropriate remedial action for a learner to have falsely accused another as a means of harassment, intimidation, or bullying range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1, Discipline of Students.

b. Consequences and appropriate remedial action for a school employee found to have falsely accused another as a means of harassment, intimidation, or bullying shall be disciplined in accordance with district policies, procedures, and agreements.

c. Consequences and appropriate remedial action for a visitor or volunteer, found to have falsely accused another as a means of harassment, intimidation, or bullying shall be determined by the school administrator after consideration of the nature and circumstances of the act, including reports to appropriate law enforcement officers.

10. / 11. This policy will be updated and disseminated annually to all school staff, parents, volunteers, and when appropriate, learners. (N.J.S.A. 18A:37-15 (3)(b)(1)

a. The policy shall be included in the ALG Policies and Procedures manual which is reviewed with staff and volunteers at least annually. N.J.S.A.: 37-17(5)(c)  
N.J.S.A.: 37-17(5)(a) N.J.S.A.: 37-17(5)(b)

b. The policy shall be included and distributed in parent manuals annually.  
N.J.S.A. : 37-17(5)(a)

c. The policy will be reviewed on an individualized basis with ALG learners, as appropriate.  
N.J.S.A.: 37-17(5)(b)

**For more information: <http://www.nj.gov/education/students/safety/behavior/hib/>**