



## **BULLYING PREVENTION AND INTERVENTION PLAN**

### **OVERVIEW**

Tower has a long-standing commitment against bullying in our school community. At the root of this commitment is the Tower Code. The Head of School is responsible for the implementation and oversight of the community's adherence to the Tower Code.

### **DEFINITIONS**

Tower subscribes to the definitions of bullying and cyber-bullying outlined in Massachusetts state law: An Act Relative to Bullying in Schools, Chapter 92 of the Acts of 2010. In brief, bullying is understood as repeated and directed efforts (written, verbal, electronic, or physical) by one or more students or by an employee of the school that cause physical or emotion harm to another student or create a hostile environment for any student at school.

### **POLICY**

Bullying is prohibited on Tower school grounds, on property immediately adjacent to Tower, on school trips, at school activities or functions, on school busses (or other school owned vehicles), at bus stops, or through school-owned or managed technology. Bullying is also prohibited at non-school related functions or activities if that bullying creates a hostile environment for the victim at school, or materially and substantially disrupts the education process or orderly operation of the school. Retaliation against a person who reports bullying (or provides information during an investigation) is also prohibited.

Tower School recognizes that certain students may be more vulnerable to becoming a target of bullying or harassment based on actual or perceived differentiating characteristics, including race, color, religion, ancestry, national origin, sex, socioeconomic status, homelessness, academic status, gender identity or expression, physical appearance, pregnant or parenting status, sexual orientation, mental, physical, developmental or sensory disability or by association with a person who has or is perceived to have one or more of these characteristics.

## **BULLYING PREVENTION AND INTERVENTION PLAN**

### 1. Instruction

- a. Tower will provide age-appropriate instruction on bullying prevention in each grade. We will seek to provide all students with the skills, knowledge and strategies necessary to prevent or respond to bullying or harassment.
- b. As a part of our annual overview of health and wellness procedures, Tower will provide professional development opportunities for all employees to prevent, identify, and respond to bullying. This training will include a review of the ways that Tower will support vulnerable students.
- c. Tower will post this plan online at [towerschool.org](http://towerschool.org) and communicate with parents regarding any updates or changes.
- d. The School will also continue its long-standing efforts to educate parents regarding ways that they can reinforce our community standards and support the Tower Code.
- e. We will share information about the dynamics of bullying and continue to update parents regarding online safety and cyber-bullying.

### 2. Reporting

- a. Tower encourages all students and their parents to report evidence of bullying or retaliation to any teacher or administrator. Such reports will be shared with the Division Head and/or the Head of School.
- b. Students or parents may request anonymity when reporting bullying or retaliation, but the school will not take any disciplinary action solely based upon an anonymous report.

- c. Employees of Tower School are required to immediately report any instance of bullying or retaliation that he/she witnesses or becomes aware of to the relevant Division Head and/or Head of School.
- d. Tower will make all reasonable efforts to protect from bullying or retaliation a person who reports bullying, provides information during an investigation, or witnesses or has reliable information about an act of bullying.
- e. If an incident of bullying or retaliation involves students at Tower and at another school, Tower will promptly inform the appropriate administrator at the other school so that both schools may take appropriate action.

### 3. Intervention

- a. When the school receives a report concerning the possibility of bullying or retaliation, the first step will be to inform the parents of student involved. The school will then promptly develop a plan to investigate the situation. During this investigation, the school may require temporary interventions to ensure the safety of all students.
- b. Based upon the results of that investigation, the school will determine whether or not bullying or retaliation has occurred and take appropriate action. The school's response to violations of the Tower Code always will seek to balance the need for accountability with the need to teach appropriate behavior.
- c. When necessary, the school will take disciplinary action in response to bullying or retaliation in a way that is consistent with our actions in response to other violations of the Tower Code.
- d. In the event that an investigation reveals the presence of bullying or retaliation, Tower will promptly inform the parents or guardians of students directly involved.
- e. If and when necessary, Tower will inform the police when criminal charges may be pursued against the perpetrator.
- f. When necessary or when requested, the school psychologist will provide appropriate counseling or referral for services for victims, perpetrators as well as their families.
- g. Tower will make all reasonable efforts to assure a sense of safety for a victim of bullying behavior.

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