

Harassment and Bullying Prevention Policy

Tree of Life International Charter School believes that all students have a right to a safe and healthy school environment. The school and community have an obligation to promote mutual respect, tolerance, and acceptance.

SCHOOL SAFETY/ BULLYING (EC 234.4; 32283.5) The school is committed to the prohibition of discrimination, harassment, intimidation, and bullying. Annual training materials related to bullying and bullying prevention will be provided to all certificated employees and staff who have regular interactions with students. You may find a list of education web pages describing the staff training at www.cde.ca.gov/ls/ss/se/bullyingres.asp. If you or your child should experience bullying on campus, at school events, or on the way to or from school, please contact your school administration (530-378-7040) for assistance.

The School will not tolerate behavior that infringes on the safety of any student. A student shall not intimidate or harass another student through words or actions. Such behavior includes: direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; use of technology to harass or intimidate another student and social isolation or manipulation.

The School expects students and/or staff to immediately report incidents of bullying to the principal or designee. Staff persons who witness such acts take immediate steps to intervene when safe to do so. Each complaint of bullying should be promptly investigated. This policy applies to students on school grounds, while traveling to and from school or a school-sponsored activity, during the lunch period, whether on or off campus, and during a school-sponsored activity.

To ensure bullying does not occur on school campus, The School will provide staff development training in bullying prevention and cultivate acceptance and understanding in all students and staff to build each school's capacity to maintain a safe and healthy learning environment.

This policy covers both on school-site bullying, as well as Cyberbullying.

Cyberbullying is bullying that takes place over digital devices like cell phones, computers, and tablets. Cyberbullying can occur through SMS, Text, and apps, or online in social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can include sharing personal or private information about someone else causing embarrassment or humiliation. Some cyberbullying crosses the line into unlawful or criminal behavior.

CYBER SEXUAL BULLYING: (EC 234.2) school may suspend or expel students who engage in cyber sexual bullying consistent with the school's disciplinary procedures. The California Department of Education has developed information regarding cyber sexual bullying available at www.cde.ca.gov/ls/ss/se/bullyingprev.asp

Student Policy #S12

The most common places where cyberbullying occurs are:

1. Social Media, such as Facebook, Instagram, Snapchat, and TicToc.
2. SMS (Short Message Service) also known as Text Message sent through devices
3. Instant Message (via devices, email provider services, apps, and social media messaging features)
4. Email

Teachers should discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of bullying. Students who bully are in violation of this policy and are subject to disciplinary action up to and including expulsion.

The School has a Student Code of Conduct to be followed by every student while on school grounds, or when traveling to and from school or a school-sponsored activity, and during lunch period, whether on or off campus.

In addition to following the Student Code of Conduct, students will be advised of the following expectations:

- Any student who engages in bullying may be subject to disciplinary action up to and including expulsion.
- Students are expected to immediately report incidents of bullying to the principal or designee.
- Students can rely on staff to promptly investigate each complaint of bullying in a thorough and confidential manner.
- If the complainant student or the parent of the student feels that appropriate resolution of the investigation or complaint has not been reached, the student or the parent of the student should contact the principal. The school system prohibits retaliatory behavior against any complainant or any participant in the complaint process.

The procedures for intervening in bullying behavior include, but are not limited, to the following:

- All staff, students and their parents will receive a summary of this policy prohibiting intimidation and bullying: at the beginning of the school year, as part of the student handbook and/or information packet, as part of new student orientation, and as part of the school system's notification to parents.
- The school will make reasonable efforts to keep a report of bullying and the results of investigation confidential.
- Staff who witness acts of bullying shall take immediate steps to intervene when safe to do so. People witnessing or experiencing bullying are strongly encouraged to report the incident; such reporting will not reflect on the target or witnesses in any way.

Student Policy #S12

- Social bullying such as comments or emails/text, etc. can be as harmful as physical bullying.

Bullying observed by staff member includes:

- There is an unfair advantage
- Perceived harm by victim
- Repeated offense

Administration Role:

1. Administration shall conduct the investigation unless they appoint a staff member to collect additional information.
2. Administration shall contact parents or proper authority after discussing with student the incident(s) that has occurred.
3. Administration shall follow up with all parties (staff, student and parents) upon completion of the investigation and final outcome.
4. Administration will handle the final disciplinary actions as necessary including but not limited to parent conference, suspension, contact with police, etc.

Bullying Information: The United States government has developed information regarding bullying at <https://www.stopbullying.gov/bullying/what-is-bullying>

Adopted by the TLC Governing Board: Sept. 17, 2024