

KIPP: Nashville Board of Directors

Monitoring:	Descriptor Term:	Policy:	Issued:
Annually	Bullying, Cyber-Bullying, Discrimination, Harassment, and Hazing	6304	4/20/18

1 KIPP Nashville is committed to providing all students a safe and supportive learning
2 environment. In order to maintain a safe and supportive school environment, acts of
3 bullying, cyber-bullying, discrimination, harassment (including sexual harassment),
4 hazing, or any other victimization of students, based on any actual or perceived traits or
5 characteristics, are prohibited.

6 This policy addresses KIPP Nashville employees, employees' behaviors, students, and
7 students' behaviors while on school property, at any school-sponsored activity, on
8 school-provided equipment or transportation, or at any official school bus stop. If the act
9 takes place off school property or outside of a school-sponsored activity, this policy is
10 applicable if the conduct is directed specifically at a student or students and has the
11 effect of creating a hostile educational environment or otherwise creating a substantial
12 disruption to the educational environment or learning process.

13 It is the Principal's responsibility to ensure that all staff and students are educated and
14 trained on the policy, reporting procedures, and bullying and harassment prevention.
15 Information about disciplinary consequences will be published annually in the Staff
16 Handbook and Student & Family Handbook.

17 **Definitions**

18 "Bullying/Intimidation/Harassment" is an intentional act that substantially interferes with
19 a student's educational benefits, opportunities, or performance, and the act has the effect
20 of:

- 21 (1) Physically harming a student or damaging a student's property;
- 22 (2) Knowingly placing the student or students in reasonable fear of physical harm to
23 the student or damage to the student's property;
- 24 (3) Causing emotional distress to a student or students;
- 25 (4) Creating a hostile educational environment; or,
- 26 (5) Creating unwelcome conduct based on a protected class (race, nationality,
27 ethnicity, gender/sex, age, disability, religion) that is severe, pervasive, or
28 persistent and creates a hostile environment.

1 "Cyber-bullying" is a form of bullying undertaken through the use of electronic devices.
2 Electronic devices include, but are not limited to, telephones, cellular phones or other
3 wireless telecommunication devices, computers, text messaging, emails, social
4 networking sites, instant messaging, videos, web sites, or fake profiles.

5 "Hazing" means any intentional or reckless act on or off school property, by (1) student
6 acting alone or with others, that is directed against any other student(s) that endangers
7 that mental or physical health or safety of the student(s) or that induces or coerces a
8 student to endanger his/her own mental or physical health or safety. Coaches and other
9 school employees shall not encourage, permit, condone, or tolerate hazing activities.
10 "Hazing" does not include customary athletic events or similar contests or competitions
11 and is limited to those actions taken and situations created in connection with initiation
12 into or affiliation with any organization. KIPP Nashville will distribute its hazing policy at
13 the beginning of each school year. During the first month of each new school year, time
14 will be set aside to specifically discuss the hazing policy and its ramifications as a criminal
15 offense and the penalties that may be imposed by the school and/or State Board.

16 **Complaints and Investigations**

17 Any individual who witnesses or has knowledge of behaviors that may constitute a
18 violation of this policy should report such information promptly to the Principal or his/her
19 designee (e.g., Dean of Students).¹ Students or staff may report however necessary,
20 including verbally, in writing, or anonymously. KIPP Nashville requires any KIPP employee
21 who witnesses or has knowledge of behavior that may constitute bullying, cyber-bullying,
22 discrimination, intimidation, harassment, and/or hazing to report such information
23 immediately to the school leader or his/her designee, but not later than 24 hours after
24 witnessing or learning about the incident.

25 Once a complaint has been reported to the Principal, the Principal or his/her designee
26 will begin an investigation within 24 hours. The investigation may include talking with
27 other students and staff members, requesting written reports or artifacts regarding the
28 alleged incident(s), reviewing school cameras, etc. Once a conclusion has been made, the
29 Principal or his/her designee will determine the necessary next steps, including, but not
30 limited to, contacting all parties involved to report final findings, notifying
31 guardians/caregivers, issuing appropriate consequences, notifying authorities, etc.
32 Disciplinary action is dependent upon each individual complaint and subsequent findings
33 from the investigation, but may include demerits, loss of privileges, in-school or after-
34 school detention, in-school or out-of-school suspension, or expulsion. Both victims of
35 and perpetrators of bullying may also be referred for counseling services.

36 Any investigation involving conduct reported as child abuse or child sexual abuse or
37 another criminal matter shall not commence until authorization to proceed with the
38 investigation has been received from the Department of Children's Services or local law
39 enforcement.

1 **Response and Prevention**

2 KIPP Nashville staff will take all complaints, reported incidences, and observed infractions
3 of this policy seriously. When a staff member observes acts of bullying, cyber-bullying,
4 discrimination, intimidation, harassment, and/or hazing he or she should intervene
5 immediately, issuing a demerit for gross disrespect and following the school site's
6 procedure for removing a student from the classroom/reporting to ISC. Once in ISC, the
7 Dean of Students will follow through with the investigation and appropriate
8 consequences and notification of the incident. If a staff member does not witness the act,
9 but receives a complaint from a student, he or she should follow the complaint procedure
10 outlined previously.

11 Each school will develop its own prevention plan, led by the Principal and Dean of
12 Students, but also involving other relevant individuals (e.g., counselors, Grade Level
13 Leaders, teachers, guardians/caregivers, students, etc.). Each plan must include staff
14 training of the policy during summer professional development, student training of the
15 policy during orientation or beginning of the year, and notification of staff, students, and
16 families. In addition, prevention efforts include ongoing discussions and lessons in
17 homeroom/advisory, the merit/demerit system, student advising, and school culture
18 efforts led by the Dean of Students.

19 **Reports**

20 When a complaint is filed alleging a violation of state or the school's policy where there is
21 physical harm or the threat of physical harm to a student or student's property, the
22 Principal/designee of each school will report the findings and any disciplinary actions
23 taken to the Executive Director of KIPP Nashville/designee. By July 1st of each year, the
24 Executive Director/designee will prepare a report of all the bullying cases brought to the
25 attention of school officials during the prior academic year. The report shall also indicate
26 how the cases were resolved and/or the reasons they are still pending. This report shall
27 be submitted to the Department of Education by August 1st.

28 **Retaliation and False Accusations**

29 The administration of the KIPP Nashville Schools prohibits reprisal or retaliation against
30 any person who witnesses and/or reports a violation of this policy. The consequence and
31 appropriate remedial action for a person who engages in reprisal or retaliation shall be
32 determined by the Principal or his/her designees after considering the nature, severity,
33 and circumstance of the act, in accordance with case law and board policies and
34 procedures.

35 Intentionally making false reports about bullying, discrimination, harassment, hazing,
36 cyber-bullying or other similar behavior to school officials shall be prohibited conduct.

1 Any act of retaliation or reprisal or intentional false report against any person who
2 reports a violation of this policy will not be tolerated. Any student or adult who engages
3 in the act of retaliation or reprisal or who intentionally makes a false report against
4 another shall be subjected to consequence and appropriate remedial action. In cases
5 where any state or federal criminal law has allegedly been violated, the local law
6 enforcement agency shall be notified.

7 **Sexual Harassment as Sexual Abuse**

8 Under certain circumstances, sexual harassment of a student may constitute sexual abuse
9 as defined under state law. In such situations, KIPP Nashville will comply with state laws
10 as well as the Tennessee Public Charter School Commission and school policies regarding
11 the reporting of suspected abuse to appropriate authorities.

12 **Community Resources**

- 13 • Department of Children's Services
14 289 Plus Park Blvd, Nashville, TN 37217
15 615-360-4200

- 16 • Tennessee Child Abuse Hotline
17 1-877-237-0004

- 18 • Middle Tennessee Mental Health Cooperative
19 Mobile Crisis Unit
20 275 Cumberland Bend, Suite 237, Nashville, TN 37228
21 615-726-0125

- 22 • Sexual Assault Center
23 101 French Landing Drive, Nashville, TN 37228
24 615-259-9055

¹ 20 USCS §§ 1681 to 1686