**BULLYING, HARASSMENT OR INTIMIDATION**

**Policy Statement**

It is the desire of the RCCS Board and Administration that each student enjoy an educational environment that is safe and free from any form of harassment. Therefore, the RCCS Board and Administration will not tolerate bullying, harassment or intimidation of any person on school property or at school-sponsored functions or by the use of electronic technology that impacts RCCS students. The RCCS Board and Administration also will not tolerate reprisal or retaliation against individuals who report such acts or who are victims, witnesses or bystanders.

**Consequences:** If an act of bullying, harassment or intimidation is observed by, or reported to, the Administration, it will be appropriately investigated and addressed in a timely manner. If it is determined that such an act has occurred, in keeping with our discipline policies, the individuals committing the act or persons engaged in reprisal or retaliation will be disciplined according to the severity of the offense. The discipline may also involve a referral to law enforcement agencies.

1. **Reporting Acts of Bullying, Harassment or Intimidation:** If a student is a victim of, or witnesses, an act of bullying, harassment or intimidation, he/she should report it immediately to a teacher or staff member. The teacher or staff member should quickly report this to an Administrator who should conduct an investigation immediately and document the report using the *Bullying, Harassment or Intimidation Reporting Form* (See Appendix I). Neither the victim nor witnesses will be promised confidentiality at the onset of an investigation. What will be discovered cannot be predicted nor the final outcome of the investigation. Victims and witnesses will be informed that any information discussed and recorded will be confined to a “need to know” status.
2. Parents of the victim and alleged perpetrator will be notified that an investigation is being conducted and informed of the nature of the investigation.
3. The offender will be informed that retaliation against a victim or bystander is strictly prohibited and that progressive consequences will occur if the activity continues.
4. Separate conferences with the victim and offender may occur after the investigation to determine if the bullying, harassment or intimidation has continued and whether additional consequences need to be implemented. Additional conferences will be held as necessary.
5. If an act of bullying, harassment or intimidation is also a delinquent act, it will be promptly reported to the responsible law enforcement agency.

Note: The RCCS Code of Conduct and Discipline Policy apply to any and all school sponsored events, both on and off campus.