



TITLE: ANTIBULLYING POLICY
(IN SCHOOLS, AT SCHOOL-RELATED EVENTS,
AND TRAVELING TO AND FROM SCHOOL)

NUMBER: BUL-1038.1

ISSUER: Tim Buresh, Chief Operating Officer
Office of the Chief Operating Officer

DATE: August 16, 2004

ROUTING
Local District
Superintendents
Local District
School Support
Directors
Principals
Title IX Complaint
Managers

POLICY: The Los Angeles Unified School District is committed to providing a safe working and learning environment; will not tolerate bullying or any behavior that infringes on the safety or well-being of students, employees, or any other persons within the District’s jurisdiction; and will not tolerate retaliation in any form when bullying has been reported. District policy continues to require all schools and all personnel to promote among students and staff mutual respect, tolerance, and acceptance. “All students and staff of public primary, elementary, junior high and senior high have the inalienable right to attend campuses which are safe, secure and peaceful.” [Article 1, Section 28 (c) of the California State Constitution]

MAJOR CHANGES: This bulletin replaces Bulletin No. 1038, “Antibullying Policy,” which is dated June 4, 2002, issued by the Office of the Chief Operating Officer. It reaffirms District policy on antibullying in schools, at school-related events, and traveling to and from school. Also, Board Resolution, “Development of Bullying Policy,” which was passed on November 27, 2001, was added under related resources.

GUIDELINES: The following guidelines apply:

Definition: Bullying is defined as aggressive behavior that involves an imbalance of real or perceived physical or psychological power among those involved. Typically, the behavior is repeated over time and includes the use of hurtful words and/or acts.

Indicators of Bullying Behavior: Bullying behaviors may include, but are not necessarily limited to, the following:

- Verbal: Hurtful name-calling, teasing, gossiping, making threats, making rude noises, or spreading hurtful rumors.
- Nonverbal: Posturing, making gang signs, leering, staring, stalking,



destroying property, using graffiti or graphic images, or exhibiting inappropriate and/or threatening gestures or actions.

- **Physical:** Hitting, punching, pushing, shoving, poking, kicking, tripping, strangling, hair pulling, fighting, beating, biting, spitting, or destroying property.
- **Emotional (Psychological):** Rejecting, terrorizing, extorting, defaming, intimidating, humiliating, blackmailing, manipulating friendships, isolating, ostracizing, using peer pressure, or rating or ranking personal characteristics.
- **Cyber Bullying:** Sending insulting or threatening messages by phone, e-mail, Web sites, or any other electronic or written communication.

Administrative Responsibilities:

- Create an environment where the school community understands that bullying is inappropriate and will not be tolerated.
- Communicate and ensure that staff, students, and parents are informed of District policy and school procedures regarding antibullying.
- Develop and incorporate antibullying procedures into behavior or discipline codes. Review and revise these annually, as appropriate.
- Provide in-service training to certificated and classified staff to ensure that staff are clearly familiar with and able to identify the indicators of bullying and understand their individual responsibilities to respond to and report bullying behavior.
- Certify on the “Administrator Certification Form” that the school has complied with the mandates of the District’s “Antibullying Policy.”

Staff Responsibilities:

- Create an environment where students understand that bullying is inappropriate and will not be tolerated.
- Discuss with students all aspects of the antibullying policy and strategies to prevent bullying.
- Encourage students to report bullying incidents.
- Learn to recognize the indicators of bullying behavior.
- Intervene immediately and take corrective action when bullying is observed.
- Understand individual responsibility not only to intervene when bullying is observed, but also, to report incidents and actions to appropriate District offices or outside agencies, as required.

Student Responsibilities:



- Take responsibility for helping to create a safe school environment.
- Do not engage in or contribute to bullying behaviors, actions, or words.
- Treat everyone with respect. Be sensitive as to how others might perceive your actions or words.
- Report bullying behavior to a trusted adult.
- Never engage in retaliatory behavior or ask of, encourage, or consent to anyone's taking retaliatory actions on your behalf.

Responding to Bullying Complaints:

- Assure the target of the bullying that the District takes bullying seriously, will not tolerate such treatment, and has a strong policy against bullying. Additionally, provide all parties involved with assurances regarding District policies on confidentiality and nonretaliation in the complaint investigation.
- Obtain specific information relevant to any bullying complaint such as: the date, time, location, witnesses, and whether this was an isolated incident or related to previous incidents. Obtain a written statement from the complainant. If the complainant is unable to provide a written statement, school personnel shall assist in writing a statement as dictated by the complainant. It is important to note that any oral report of bullying is to be considered a complaint and, as such, must be addressed.
- Intervene immediately and take corrective action to stop bullying behavior.
- Assure the target of the bullying that steps will be taken to monitor that the bullying behavior does not continue. Provide the individual with the names of school personnel who can help if the situation continues, escalates, or arises again.
- Determine what type of action or consequences will resolve the situation. Inform the target of the bullying (and his or her parent or guardian) of any corrective actions that might have been or will be required to be taken to resolve the complaint. This should be done in a manner that protects the privacy of all parties.
- Continue to monitor with the target of the bullying that the bullying has stopped.
- It is important to note that bullying may, at times, be part of a continuum of violence and that some bullying actions can and do constitute other categories of misconduct such as sexual harassment, hate crimes, assault, or child abuse,



and as such, they would violate other District policies. When bullying

behavior does escalate to the level of violating other District policies, District personnel are obligated to adhere to appropriate District reporting guidelines and may be required to report to one or more of the following District offices or outside agencies: the Educational Equity Compliance Office, the Student Discipline Proceedings Unit, a Local District Office, LAUSD School Police, Local Law Enforcement, and/or the Department of Children and Family Services.

AUTHORITY: This is a policy of the Superintendent of Schools. The following legal standards are applied in this policy:

California Constitution, Article I §28(c)—Declaration of Rights; Right to Safe Schools

California Education Code §200—(Educational Equity) State Policy, Declaration of Purpose

California Education Code §220—(Prohibition of Discrimination) Extent of Prohibition (applicability to educational institutions)

California Education Code §233—Policies and guidelines to prevent discrimination and hate violence

California Education Code §48900—Grounds for suspension or expulsion

California Education Code §32228, et seq.—School Safety and Violence Prevention Act

RELATED RESOURCES: Board Resolution, “To Enforce the Respectful Treatment of All Persons,” passed October 10, 1988

Board Resolution, “Development of Bullying Policy,” passed November 27, 2001

Policy Bulletin No. BUL-1041, “Sexual Harassment Policy--Students,” issued June 10, 2004, by the Office of the General Counsel

Policy Bulletin No. 10, “Child Abuse—Reporting,” issued August 1, 1998, by Student Health and Human Services

Policy Bulletin No., BP-5, “Procedures for Reporting Hate-Motivated Incidents or Hate Crimes,” issued November 17, 2000, by the Office of Intergroup



Relations

Policy Bulletin No. Z-14, "Guidelines for Student Suspension," issued March 15, 1999, by Student Health and Human Services

Policy Bulletin No. Z-58, "Opportunity Transfers," issued April 30, 1999, by Student Health and Human Services

Policy Bulletin No. 61, "Guidelines for Student Expulsion," issued April 11, 1994, by Office of the Deputy Superintendent

"Uniform Complaint Procedures," Annual Memorandum issued by the Specially Funded & Parent/Community Programs Division

Websites

"Take a Stand. Lend a Hand. Stop Bullying Now!" U.S. Department of Health & Human Services—Health Resources and Services Administration (HRSA)—
<http://www.stopbullyingnow.hrsa.gov>

Related information regarding sexual harassment and Title IX:

<http://www/lausd.k12.ca.us/lausd/office/eec> (available to the general public and District students/employees)

<http://notebook.lausd.net> (available to District employees)

ASSISTANCE: Based on the information in this policy bulletin and related resources, seek assistance as needed or contact a supervisor from one of the following District offices:

Local District School Operations Office
Educational Equity Compliance Office, at (213) 241-7682
Health Education Programs Office, at (213) 633-7810
Student Discipline Proceedings Unit, at (213) 763-7450