

**Waterford High School Safe School Climate Plan**

**Introduction**

A positive school climate is a critical component of learning and is essential for school improvement. Waterford High School will strive to maintain a positive school climate where all students and staff are welcome, supported and feel physically, emotionally, socially and intellectually safe. Through implementation of appropriate prevention and intervention strategies, Waterford High School will foster a positive school climate conducive to teaching, learning and social development. The Waterford Board of Education has adopted the following SAFE SCHOOL CLIMATE PLAN to foster a positive environment for all members of the Waterford High School Community.

<b>Component</b>	<b>Actions</b>	<b>Person(s) Responsible</b>	<b>Timeline</b>
Bullying Prevention and Intervention Policy	<ul style="list-style-type: none"> <li>• Bullying Prevention and Intervention Policy</li> </ul> <p>Enforce the Bullying Prevention and Intervention Policy which includes:</p> <ul style="list-style-type: none"> <li>• Student codes of conduct that are defined and prohibit bullying in accordance with state law.</li> <li>• A prohibition against bullying on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by a local or regional board of education, or through the use of an electronic device.</li> <li>• A prohibition of bullying outside of the school setting if such bullying results in any of the following: (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school. A prohibition against any form of discrimination and retaliation directed toward an individual who reports or assists in the investigation of an act of bullying is also strictly prohibited.</li> </ul>	<p>Board of Education</p> <p>Superintendent of Schools</p> <p>School Administrators</p>	<p>Ongoing</p>

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<p>Notification Requirements</p>	<ul style="list-style-type: none"> <li>• Provide all school employees with a written or electronic copy of the school district’s Safe School Climate Plan.</li> <li>• Notify students and parents/guardians/caregivers of the process by which students may make reports of bullying.</li> <li>• Educate students about the district’s Bullying Prevention and Intervention Policy through developmentally appropriate discussions of the schools’ behavioral expectations as specified in policy.</li> <li>• Educate parents/guardians/caregivers about the school’s Bullying Prevention and Intervention Policy through a variety of communication vehicles including open houses, PAC meetings, orientations, community forums, etc.</li> <li>• Publish Bullying Prevention and Intervention Policy and Safe School Climate Plan on the school and district’s web sites and in the District Policy Handbook for parents, guardians, caregivers and student handbooks.</li> <li>• Include policy in annual notifications.</li> </ul>	<p>Safe School Climate District Coordinator</p> <p>Safe School Climate District Coordinator</p> <p>School Administrators Teachers, School Psychologist, Counselors</p> <p>School Administrators</p> <p>Superintendent of Schools School Principal</p> <p>Superintendent of Schools</p>	<p>Annually</p> <p>Annually</p> <p>Ongoing</p> <p>Ongoing</p> <p>Annually</p>
<p>Safe School Climate Committee</p>	<ul style="list-style-type: none"> <li>• Safe School Climate Specialists in each school</li> <li>• Establish Safe School Climate Committee in accordance with the law, including at least one parent/guardian/caregiver of a student at the school.</li> <li>• Ensure that parents, guardians and caregivers serving on the committee do not participate in any activities that may compromise the confidentiality of any student.</li> <li>• Utilize roles, responsibilities and procedures for Safe School Climate Committee including:             <ul style="list-style-type: none"> <li>a. Receive copies of completed reports following</li> </ul> </li> </ul>	<p>School Principals</p> <p>Safe School Climate Specialist</p> <p>Safe School Climate Specialist</p> <p>Safe School Climate Specialist</p>	<p>Annually</p> <p>Annually</p> <p>Ongoing</p> <p>Ongoing</p>

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	<p>investigations of bullying;</p> <ul style="list-style-type: none"> <li>b. Identify and address patterns of bullying among students in the school;</li> <li>c. Review and make recommendations to amend school policies relating to bullying;</li> <li>d. Review and make recommendations to the district Safe School Climate Coordinator regarding the district’s safe school climate plan based on issues and experiences specific to the school;</li> <li>e. Educate students, school employees, and parents and guardians of students on issues relating to bullying and safe dating practices;</li> <li>f. Collaborate with the District Safe School Climate Coordinator in the collection of data regarding bullying, in accordance with the law;</li> <li>g. Perform any other duties as determined by the school principal that are related to the prevention, identification and response to school bullying for the school.</li> </ul>		
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<p>Prevention and Intervention Strategy</p>	<ul style="list-style-type: none"> <li>• Utilize effective evidence-based prevention and intervention strategies. Strategies may include, but are not limited to the following: <ul style="list-style-type: none"> <li>a. Implement a positive behavioral intervention and support process or another evidence-based curriculum</li> </ul> </li> </ul>	<p>District Team Coordinator and Safe School Climate Specialist</p> <p>Identified Teachers</p>	<p>Ongoing</p> <p>Upon adoption of</p>
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	<p>for safe school climate or for the prevention of bullying;</p> <p>b. Make students aware of school rules prohibiting bullying, harassment and intimidation, and establish appropriate consequences for those who engage in such acts;</p> <p>c. Provide adult supervision of outdoor areas, hallways, the lunchroom, the buses, and other specific areas where bullying is likely to occur;</p> <p>d. Inclusion of grade-appropriate bullying education, safe dating, and prevention curricula in this high school;</p> <p>e. Offer individual interventions with the bully, parents and school employees, and interventions with the bullied child, parents and school employees;</p> <p>f. School-wide training related to safe school climate, to include relevant training in Title IX/sexual harassment, Section 504/ADA, and cultural diversity.</p> <p>g. Student peer training education and support, including advocacy for victims;</p> <p>h. Promotion of parent involvement in bullying prevention through individual or team participation in meetings, trainings and individual interventions.</p> <ul style="list-style-type: none"> <li>• Implement the evidence-based prevention and intervention strategies identified by the Safe School Climate Committee</li> </ul>	<p>School Administrators/Teachers</p> <p>School Administrators and School Employees</p> <p>Assistant Superintendent</p> <p>Safe School Climate Coordinators/School Administrators</p> <p>Assistant Superintendent/School Principals</p> <p>Safe School Climate Coordinator &amp; Student Support Services Staff Safe School Climate Coordinators/School Administrators</p> <p>Identified School Employees</p>	<p>approach/curriculum</p> <p>Ongoing</p> <p>Ongoing</p> <p>In accordance with Curriculum Review Cycle As indicated</p> <p>Annual</p> <p>Ongoing</p> <p>Ongoing as indicated</p> <p>As indicated by Committee</p>

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<p>Assessment of School Climate</p>	<ul style="list-style-type: none"> <li>• Complete an assessment using the school climate assessment instruments including surveys, approved and disseminated by the State Department of Education for this school</li> <li>• Submit assessment results for Waterford High School to the Superintendent of Schools</li> <li>• Review and analyze data obtained from climate surveys/make necessary modifications to the school plan</li> <li>• Compare and contrast survey results with the National School Climate Standards and best practices</li> <li>• Meet with Safe School Climate Specialists at least twice during each school year to discuss issues related to school climate/bullying and make recommendations to BOE Policy Committee concerning revisions to the district's Bullying Prevention and Intervention Policy and/or Safe School Climate Plan</li> </ul>	<p>Safe School Climate Committee</p> <p>Safe School Climate Committee</p> <p>Safe School Climate Committee</p> <p>Safe School Climate Committee</p> <p>District Safe School Climate Coordinator</p>	<p>Biannually Ongoing</p> <p>Ongoing</p> <p>Two times per school year</p>
<p>Training</p>	<ul style="list-style-type: none"> <li>• Provide all certified school employees training on the prevention, identification and response to bullying and the prevention of and response to youth suicide. The training will be provided to teachers, administrators and pupil personnel who hold the initial educator, provisional educator or professional educator, or professional educator certificate via in-service training</li> <li>• Provide all other school employees training provided by the State Department of Education</li> <li>• Provide annual notice to students and parents/guardians/caregivers of the process by which bullying reports are made</li> <li>• Ensure the inclusion of language in student discipline policy</li> </ul>	<p>Safe School Climate District Coordinator and Specialists</p> <p>CSDE Safe School Climate District Coordinator and Specialists</p> <p>School Principals</p>	<p>Annually</p> <p>Annually</p> <p>Annually</p>

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	<p>concerning bullying as posted in district Parent Policy Manual</p> <ul style="list-style-type: none"> <li>• Provide all school employees and volunteers with written or electronic copy of school district's Safe School Climate Plan</li> <li>• Require that all school employees and bus drivers annually complete training on the identification, prevention, and response to bullying as required by law</li> </ul>	<p>Superintendent of Schools Board of Education</p> <p>Superintendent of Schools</p> <p>Safe School Climate Coordinator /School Principals Business Manager</p>	<p>Upon Approval of Revised Policy</p> <p>Annually at beginning of school year Annually</p>
Reporting Procedures	<ul style="list-style-type: none"> <li>• Orally notify the Safe School Climate Specialist or School Administrator after being witness to acts of bullying or receiving reports of bullying</li> <li>• File a written report with the Safe School Climate Specialist after witnessing acts of bullying or receiving reports of bullying</li> <li>• Any student who believes s/he has been the victim of bullying/cyber-bullying or who has witnessed bullying behavior should report the matter to any school employee, either in writing or anonymously.</li> <li>• Parents/guardians/ caregivers may file written reports of suspected bullying/cyber-bullying.</li> <li>• Report acts of bullying that may constitute a criminal offense to appropriate law enforcement.</li> </ul>	<p>All school employees</p> <p>All school employees</p> <p>All students</p> <p>All Parents/Guardians/Caregivers</p> <p>School Administrator</p>	<p>Within one school day after witnessing or receiving report</p> <p>Within two school days of oral notification</p> <p>Ongoing</p> <p>Ongoing</p> <p>Upon completion of investigation</p>
Investigation	<ul style="list-style-type: none"> <li>• Develop and disseminate investigation procedures for use by Safe School Climate Specialists</li> <li>• Investigate or supervise the investigation of all reports of bullying and ensure that such investigations are completed promptly after receipt of any written reports.</li> </ul>	<p>Safe School Climate District Coordinator</p> <p>Safe School Climate Specialists/School Administrators</p>	<p>Upon approval of Policy</p> <p>Promptly</p>

## Bullying Prevention & Intervention #5131.911g

	<ul style="list-style-type: none"> <li>• Review all anonymous reports of bullying</li> <li>• Determine whether the alleged conduct occurred and if such conduct constitutes bullying as defined in the district policy</li> <li>• Investigate bullying incidents that raise concerns about discrimination or harassment on basis of legally protected classifications.</li> </ul>	<p>Safe School Climate Specialists/School Administrators</p> <p>Safe School Climate Specialists/School Administrators</p> <p>School administrators refer investigations to District School Climate Coordinator</p>	<p>Promptly</p> <p>Upon completion of investigation</p> <p>As indicated</p>
<p>Response to Verified Acts of Bullying</p>	<ul style="list-style-type: none"> <li>• Take prompt corrective action that is reasonably calculated to stop the bullying and prevent any recurrence of such behavior, if it is determined that bullying has occurred.</li> <li>• Notify the parents/guardians/caregivers of students who commit any verified acts of bullying and the parents or guardians of students against who such acts were directed. This notification shall include a description of the response of school employees to such acts, with care taken to respect the statutory privacy rights of other students, including the perpetrator. The specific disciplinary consequences imposed on the perpetrator, or personally identifiable information about a student other than the parent/guardian/caregiver's own child may not be disclosed except as provided by law.</li> <li>• Invite the parents/guardians/caregivers of students who engage in any verified acts of bullying, after the completion of the investigation, to a meeting at which the following will be shared:             <ol style="list-style-type: none"> <li>1. A description of the verified act(s).</li> <li>2. A description of the school's interventions in</li> </ol> </li> </ul>	<p>Safe School Climate Specialists/School Administrators</p> <p>School Administrators</p> <p>School Administrators</p>	<p>Upon determination that bullying has occurred</p> <p>48 hours after completion of the investigation</p> <p>Upon determination that bullying has occurred</p>





**Bullying Prevention & Intervention #5131.911i**

	High School to the Safe School Climate District Coordinator		
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