

**Saint Mary's Academy, Longmeadow, Ma 01106**

<b>Bullying Behavior Guidelines &amp; Consequences Grades K-6</b>			
<b>VERBAL</b>	<b>PHYSICAL</b>	<b>SOCIAL/ RELATIONAL</b>	<b>PROCEDURES &amp; CONSEQUENCES</b>
<ul style="list-style-type: none"> <li>• Harm to someone's self – esteem or feeling of safety</li> </ul>	<ul style="list-style-type: none"> <li>• Harm to someone's body or property</li> </ul>	<ul style="list-style-type: none"> <li>• Harm to someone's group acceptance</li> <li>• Harm of a sexual nature to someone's self-esteem, feeling of safety, body or property</li> </ul>	<ul style="list-style-type: none"> <li>• It is important to recognize that each incident will be dealt with individually as all circumstances will be different. These guidelines will be at the discretion of the principal.</li> <li>• Retaliation against a person, who reports bullying, provides information during an investigation, witnesses or has reliable information about bullying will be considered a Level 2 behavior.</li> </ul>
<b>Level 1 Behavior</b>			
<ul style="list-style-type: none"> <li>• Teasing</li> <li>• Name calling</li> <li>• Insulting remarks</li> <li>• Hurting someone's feelings (3 times or fewer)</li> </ul>	<ul style="list-style-type: none"> <li>• Pushing</li> <li>• Slapping</li> <li>• Pinching</li> <li>• Scratching</li> <li>• Shoving</li> <li>• Hitting</li> <li>• Biting (Biting will warrant a phone call to the parents) (3 times or fewer)</li> </ul>	<ul style="list-style-type: none"> <li>• Purposeful exclusion, telling others not to be someone's friend or other actions that would cause someone to be without friends</li> <li>• Gossiping, spreading or starting rumors (3 times or fewer)</li> </ul> <p><b>Sexual behaviors are an automatic Level 2</b></p>	<ul style="list-style-type: none"> <li>• <b>First Offense</b></li> <li>• Verbal warning and discussion with teacher</li> <li>• Verbal recommendations</li> <li>• Restorative practice/apology</li> <li>• Observer and/or Target fills out the Bullying Incident Report Form and submits it to principal</li> <li>• <b>Second Offense</b></li> <li>• Same as First Offense</li> <li>• Time out /loss of privilege</li> <li>• <b>Third Offense</b></li> <li>• Same as Second Offense</li> <li>• Loss of major privilege</li> <li>• Principal contacts parents of target and Aggressor</li> <li>• Observer and/or Target submits Bullying Incident Report Form to principal</li> </ul>
<b>Level 2 Behaviors or behaviors that have occurred more than 3 times</b>			
<ul style="list-style-type: none"> <li>• <b>Any Level 1 infraction that has occurred more than 3 times</b></li> <li>• Purposely embarrassing or humiliating another student</li> <li>• Profanity</li> <li>• Insulting comments about intelligence, size, ability, race, color, religion, ethnicity, gender</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Any Level 1 infraction that has occurred more than 3 times</b></li> <li>• Biting scratching</li> <li>• Tripping, causing a fall</li> <li>• Threatening physical harm</li> <li>• Damaging property</li> <li>• Stealing/hiding or purposefully taking things</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Any Level 1 infraction that has occurred more than 3 times</b></li> <li>• Purposefully embarrassing or humiliating another person</li> <li>• Teasing publicly about clothing, looks, relationships, socioeconomic status</li> <li>• Sexual gestures, remarks, harassment</li> </ul>	<ul style="list-style-type: none"> <li>• Observer and/or Target fills out the Bullying Incident Report Form and submits it to principal</li> <li>• Principal meets with Target and Aggressor and reviews bullying policy and its implications</li> <li>• Principal meets with parents of Target and Aggressor</li> <li>• Teacher/principal monitor student's behavior and follow up</li> <li>• Student's privileges reduced and/ or no recess, quiet lunches</li> <li>• Student performs school/parish community service</li> <li>• Other consequences as deemed appropriate by the principal</li> <li>• Suspension, either internal or external depending on severity of the incidents</li> <li>• Notify law enforcement if the principal believes that criminal charges may be pursued against the perpetrator per M.G.L. c. 71</li> </ul>
<p><b>• These behaviors may occur but are not limited to: one-on-one, in a group, or via the misuse of technology</b></p>			

## Bullying Behavior Guidelines and Consequences Level 3 Grades K - 12

VERBAL	PHYSICAL	SOCIAL/ RELATIONAL	SEXUAL	PROCEDURES AND CONSEQUENCES
<p><b>Any level 2 infraction that has occurred more than once</b></p> <ul style="list-style-type: none"> <li>• Battery, physical fighting</li> <li>• Assault, battery</li> <li>• Intentional destruction of property</li> <li>• Purposefully destroying property of others</li> </ul>	<p><b>Any level 2 infraction that has occurred more than once</b></p> <ul style="list-style-type: none"> <li>• Threats, physical, verbal or forced silence</li> <li>• Verbal cruelty</li> <li>• Displaying sexually explicit pictures or objects</li> </ul>	<p><b>Any level 2 infraction that has occurred more than once</b></p> <ul style="list-style-type: none"> <li>• Extortion</li> <li>• Harassing</li> <li>• Racial or religious slurs or insults</li> </ul>	<p><b>Any level 2 infraction that has occurred more than once</b></p> <ul style="list-style-type: none"> <li>• Displaying sexually explicit pictures or objects</li> <li>• Sexual harassment verbal with intent to emotionally harm</li> <li>• Any type of physical harassment</li> </ul>	<ul style="list-style-type: none"> <li>• Incident is reported on Incident Report form</li> <li>• Principal meets parents of Aggressor/Target</li> <li>• Principal updates all staff</li> <li>• Possible in-school suspension, out-of-school suspension, or expulsion</li> <li>• Payment or restitution for damages if applicable</li> <li>• Other consequences as deemed appropriate by the principal</li> <li>• Law enforcement contacted if applicable</li> </ul>