

REPORTING SUSPECTED BULLYING

The Leon County School District defines bullying in this way:

Bullying involves systematic and chronic infliction of physical hurt or psychological distress on one or more students. Harassment according to school policy is threatening, insulting, or dehumanizing gestures, use of data, telecommunications facilities, or written, verbal or physical conduct directed against a student.

Persons who suspect bullying should report to any of the following:

- Principal, Evy Friend
- Assistant Principal, Beth Jackson
- Dean of Students, Cheryl Mitchell
- Guidance, Shawn Einarson or Lisa German

To facilitate reporting, Hawks Rise Elementary will utilize a flowchart (available on our website) and short interview. If flowchart and interview indicate that bullying is taking place, the interviewer (Guidance, Assistant Principal, Dean of Students, or Principal) will complete the *Report About Possible Bullying/Harassment Incident(s)* form with the reporter and share findings with the Principal. Additional information and evidence will be gathered promptly as needed, and action determined and taken in a timely manner.