



1360 E. Irving Park Road
Streamwood, IL 60107

Bullying & Harassment Prevention Policy	
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Manual: Innovations Academy Policy & Procedural Manual	Page(s): 7
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I. Introduction

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors is an important Innovations Academy goal. Bullying on the basis of actual or perceived race, color, nationality, sex, sexual orientation, gender identity, gender related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic is prohibited in each of the following situations:

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school vehicles, or at a school sponsored or school-sanctioned event or activity.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by a school or if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This item (4) applies only in cases where an administrator receives a report that bullying has occurred and does not require school to staff to monitor any non-school related activity, function, or program.

II. Bullying Defined

For this policy, the term bullying means any severe or pervasive physical or verbal act or conduct reflecting a coercive imbalance of power, including communications made in writing or electronically, directed toward a student that has or can be reasonably predicted to have the effect one or more of the following:

1. Placing the student in reasonable fear of harm to the student's person or property.
2. Causing a substantially detrimental effect on the student's physical or mental health.
3. Substantially interfering with the student's academic performance.
4. Substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by the Innovations Academy

Bullying, intimidation, and/or harassment may take many forms, including but not limited to the following: threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, retaliation for asserting or alleging an act of bullying, bullying through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment, or other comparable conduct.

Conduct that would not ordinarily be considered bullying for the purpose of this policy includes mere teasing, arguing, trading of insults, the expression of ideas or beliefs (expressions protected by the 1st Amendment), so long as such expression is not lewd, profane, or intended to intimidate or harass another.

"Bullying" includes "cyber-bullying" and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following: "Cyber-bullying" means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photoelectric system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. "Cyber-bullying" includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of bullying in this Section. "Cyber-bullying" also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of bullying in this Section.

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

III. Bullying Prohibited

Bullying is unacceptable and is strictly prohibited. Any student who engages in bullying will be subject to appropriate discipline, up to and including suspension or expulsion and referral to local law enforcement. A student's bullying conduct also may be addressed through any other behavioral interventions. Any student who is a bystander to any bullying conduct and who fails to take action to discourage the bullying behavior may also be subject to appropriate discipline. No student shall be retaliated against for reporting bullying behaviors. It is the responsibility of the school staff to use violations of the school rules as opportunities to help students improve their social and emotional skills, accept personal responsibility for their learning environment and understand consequences for poor choices and behaviors.

IV. Notification/Training

1. Bullying awareness training will be provided to the Innovations Academy students and staff periodically to identify bullying behaviors, state law requirements, and preventative measures.
2. Every year, students and parents will be educated on the Innovations Academy Anti- Bullying Policy through the Parent & Student Handbook. This includes annually disseminating information to all students and parent(s)/guardian(s) explaining the serious disruption caused by bullying, intimidation, or harassment and that these behaviors will be taken seriously and are not acceptable in any form.
3. A policy evaluation process assesses the outcomes and effectiveness of the policy that includes, but is not limited to, factors such as the frequency of victimization; student staff, and family observations of safety at a school; identification of areas of a school where bullying occurs; the types of bullying utilized; and bystander intervention or participation. The non-public school may use relevant data and information it already collects for other purposes in the policy evaluation. The information developed from the policy evaluation must be available on the school's Internet website. If an Internet website is not available, the information must be provided to school administrators, school personnel, parents, guardians, and students.

V. Intervention

1. Full implementation of the above policy includes:
 - a. Conducting a prompt and thorough investigation of alleged incidents of bullying, intimidation, harassing behavior, or similar conduct.
 - b. Providing each student who violates one-or more of these policies with appropriate consequences and remedial action.

- c. Protecting students against retaliation of reporting such conduct.

Appropriate steps shall be taken to understand and rectify conditions that foster bullying, intimidation, and harassment; considers action to eliminate or prevent these disruptive behaviors beyond traditional punitive disciplinary actions. The interventions that may be taken to address bullying include school counseling services, restorative measures, and social-emotional skill building.

2. Staff shall be fully informed of Innovations Academy's goal to prevent students from engaging in bullying and the measures used to accomplish it. This includes:

- a. Communicating Innovations Academy's expectations and the state law requirement that teachers and other licensed employees maintain discipline.
- b. Establish a process for staff members to fulfill their obligation to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.

3. All members of the school community, including students, parents, volunteers, and visitors, are to be encouraged to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.

4. This policy shall actively involve students' parent(s)/guardian(s) in the remediation of the behavior(s) of concern. This includes ensuring that all parent(s)/guardian(s) are notified, as required by state law, whenever their child engages in aggressive behavior.

5. The policy communicates Innovations Academy's expectation that all students conduct themselves with a proper regard for the rights and welfare of other students. This includes a process for commending or acknowledging students for demonstrating appropriate behavior.

6. Administration shall engage in ongoing monitoring that includes collecting and analyzing data on the nature and extent of bullying at Innovations Academy and, after identifying appropriate indicators, assesses the effectiveness of various strategies, programs and procedures and reports the results of this assessment to the Board along with recommendations of enhancing effectiveness.

7. The policy is in alignment with state and federal law. This includes a review and potential update on the policy every two years, as required by state law.

VII. Procedures of Informing Parents /Guardians, Restorative Measures and Discipline:

Parents or guardians of all involved parties of the alleged bullying incident will be notified within 48 hours (about 2 days) of the reported incident. Discussions involving the students' access to the school therapist and participation in the restorative circles as a part of the non-disciplinary conflict resolution. In case disciplinary measures are deemed necessary; out-of-school suspension may be used in the following manner: Parent contact, potential use of out-of-school suspension, and potential police involvement.

In extreme cases that are severe as well as repeated, Innovations Academy will convene the IEP Team to determine whether, as a result of the effects of the bullying, the student's needs have changed such that the IEP is no longer designed to provide meaningful educational benefit.

If the IEP is no longer designed to provide a meaningful educational benefit to the student, the IEP Team must then determine to what extent additional or different special education or related services are needed to address the student's individual needs; and revise the IEP accordingly.

Additionally, parents have the right to request an IEP Team meeting at any time, and public agencies generally must grant a parental request for an IEP Team meeting where a student's needs may have changed as a result of bullying.

This policy is not intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the United States Constitution or under Section 3 or 4 of Article 1 of the State of Illinois Constitution.

VIII. Procedures to Report Bullying:

Please promptly report bullying to the school Director of Education and Principal, Susan Tucker, in-person, e-mail susan.tucker@uhsinc.com, phones 630-540-3900 Ext 2774, as well as to Clinical Coordinator, Shenekia Stimage in person, email shenekia.stimage@uhsinc.com, phone 630-540-3900. Reports can also be sent by mail to the following address:

Attn: Susan Tucker, MA, MEL
Innovations Academy
1360 E. Irving Park Road
Streamwood IL, 60107

Any bullying report can be done anonymously; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report. Reprisal or retaliation against any person who reports an act of bullying and the consequences and appropriate remedial actions for a person who engages in reprisal or retaliation, is prohibited. A person found to have falsely accused another of bullying as a means of retaliation or as a means of bullying will face disciplinary measures including but not limited to out-of-school suspension and expulsion.

Procedures for promptly investigating and addressing reports of bullying, include the following.

- a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of the incident of bullying was received and taking into consideration additional relevant information received during the investigation about the reported incident of bullying.
- b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
- c. Notifying the school administrator or his or her designee of the report of the incident of bullying as soon as possible after the report is received.
- d. Consistent with federal and State laws and rules governing student privacy rights, providing parents and guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.