

St. John the Baptist School
Anti Bullying Policy

Everyone at St. John the Baptist School is committed to making our school a safe and caring place for all students. We will treat each other with respect, and we will refuse to tolerate bullying in any form at our school.

Our school defines bullying as follows: Bullying is unfair and one-sided. It happens when someone keeps hurting, frightening, threatening or leaving someone out on purpose.

Examples of bullying include:

- Hurting someone physically by hitting, kicking, tripping, pushing and so on.
- Stealing or damaging another person's things.
- Ganging up on someone.
- Teasing someone in a hurtful way.
- Using put-downs, such as insulting someone's race or making fun of someone for being a boy or a girl.
- Touching or showing private body parts.
- Spreading rumors about someone.
- Leaving someone out on purpose or trying to get other students not to play with someone.

Staff at our school will do the following things to prevent bullying and help children feel safe at school:

- Closely supervise students in all areas of the school and playground.
- Watch for signs of bullying and stop it when it happens.
- Teach *Second Step and Steps to Respect* programs to students in grades Pre-K to 8.
- Respond quickly and sensitively to bullying reports using the *Steps to Respect Four-A* Response Process and coaching method.
- Take seriously families' concerns about bullying.
- Look into all reported bullying incidents.
- Assign consequences for bullying based on the school discipline code.
- Provide immediate consequences for retaliation against students who report bullying.

Students at our school will do the following things to prevent bullying:

- Treat each other respectfully.
- Refuse to bully others.
- Refuse to let others be bullied.
- Refuse to watch, laugh or join in when someone is being bullied.
- Try to include everyone in play, especially those who are often left out.

Progressive Discipline Policy

Grades K-4

Level 1 Behaviors

- *Pushing/kicking/hitting
- *Spitting
- *Gossiping/spreading rumors
- *Embarrassing or making someone look foolish
- *Mocking or mimicking
- *Name-calling
- *Dirty Looks
- *Taunting
- * Teasing About clothing or possessions
- *Threatening to reveal personal information
- *Graffiti
- * Publicly challenging to do something
- *Defacing property or clothing
- *Playing a dirty trick

Level 2 Behaviors

- *Defacing property
- *Stealing
- *Demeaning physical acts that are not
Physically harmful
- *Locking in a closed or confined space
- *Ethnic slurs
- *Setting up to take the blame
- *Humiliating publicly
- *Excluding from group
- *Social rejection
- *teasing about appearance
- *Intimidating phone calls
- *Taking possessions (lunch, clothing, toys)
- *Racial or sexual taunting

Level 3 Behaviors

- *Consistent repeating Level 2 behaviors

Level 1 Consequences

Any of the following consequences:

- *Making amends
- *Class meeting on topic
- *Loss of privileges
- *Parent notified

Pattern of Level 1 offenses may result in consequences for Level 2 offenses and referral to intervention services.

Level 2 Consequences

Parent contacted and any of the following consequences:

- *Loss of privileges (progressively more severe than Level 1)
- *Making amends:
- *Repairing, cleaning, or replacing item (natural consequence)
- *Writing a report on the topic (race, theft, defacing property)
- *School or community service or monetary retribution
- *In-house suspension (student assigned for part or all of the day to another classroom with work to do)
- *Referral to one-on-one or small group Intervention sessions

Pattern of Level 2 offenses may result in Consequences for Level 3 offenses.

Level 3 Consequences

- *Student and parent meeting with administration
- *Mandatory sessions with school counselor
- *Any appropriate consequences from Level 2

Progressive Discipline Policy

Grades 5-8

The word discipline comes from “disciple” which means, “to teach”. It is the goal of St. John School to utilize a discipline process which teaches our students right from wrong. By taking the time to meet with students to advise them how they are falling short in either performance or conduct, we are teaching our students and attempting to help them change their behavior.

The following outlines the progression in our disciplinary process.

Level I Behaviors include, but are not limited to:

1. Tardy for class
2. Lack of class materials
3. Chewing gum on school property or on field trips
4. Eating anywhere other than school cafeteria, unless given permission by staff
5. Not completing or submitting assigned work
6. Not returning notes, slips, report cards or any parent-signed papers on time
7. Inappropriate uniform, unacceptable accessories
8. Disruptive behavior during class

Level I Actions

Warning slip to be signed by parent

Three warning slips within a school day results in Level II action

Four warning slips within a school day results in Level III action

Level II Behaviors include, but are not limited to:

1. Disobedience or disrespect
2. Dishonesty or lying
3. Cheating on tests, class work, or copying homework
4. Use of foul language
5. Leaving a classroom without the permission of a faculty or staff member or not signing out
6. Being anywhere in the school, except restrooms, without supervision
7. Use of personal electronics (cell phones, iPods, etc.) during regular school hours
8. Disruptive behavior of a more serious nature during class
9. Going to restroom at lunch recess without signing out
10. Loitering in the bathrooms, hallways or schoolyard

Level II Action

Detention

Level III Behaviors

Repeated Level I or Level II behaviors

Level III Action

Phone call to or meeting with parent

Level IV Behaviors include, but are not limited to:

1. Any physical or verbal assault including biting, kicking, spitting
2. Bullying
3. Sexual harassment

4. Leaving school grounds without the permission of a faculty or staff member
5. Damaging any school property including books, desks, walls, etc.
6. Continuous Level I & II behaviors

Level IV Action

Principal meets with student

Level V Behaviors include, but are not limited to:

1. Stealing
2. Possession of drugs, alcohol or weapons (guns, knives, etc.)
3. Drug or alcohol use or distribution
4. Vandalism in any form

Level V Action

Immediate intervention by principal and, if necessary, Peabody Police

Bus Regulations and Discipline Policy

The city of Peabody has established bus regulations that we must follow.

NO PASS- NO RIDE. All students must ride the school bus to which they have been assigned. Students must show their bus pass to the driver when boarding the bus in the morning and the afternoon.

Do not allow other students to use your pass. All students must have signed up for the bus through the City of Peabody School Transportation Department. If you have any questions, please call the Transportation Department at 978-536-6581.

You will now have to arrange for private transportation when a “play date” is arranged. Students will no longer be allowed to ride home on a bus other than the one to which they are assigned. No student living out of Peabody will be permitted to ride the school bus.

Students should behave appropriately and safely while on a school bus. It is not acceptable for student behavior to interfere with drivers doing their jobs or prevent other children from having safe transportation.

1. Students must remain seated until the bus has reached its destination.
2. Students will follow the directions given by the bus driver.
3. Hands, arms, heads and personal belongings must be kept away from open windows.
4. No pushing, shoving, spitting, cutting, screaming or fighting at any time.
5. No eating or drinking on the bus.
6. Respect other students on the bus at all times, especially younger children.
7. Junior High students serve as bus monitors to and from school.

Students who demonstrate inappropriate behavior while riding the bus will be disciplined in the following way:

- First Incident – The child will be referred to the principal and his or her parents will be contacted.
- Second Incident – The child will be suspended from the bus.
- Third Incident – Bus transportation for the child will be terminated.