



The image above represents a prominent link in varied color schemes at all building websites that leads to the Incident Reporting Form and the following information (also available upon request at main offices):

**Prohibition of Harassment, Intimidation or Bullying**

**Policy 3207 states:** The District is committed to a safe and civil educational environment for all students, employees, volunteers and patrons, from harassment, intimidation or bullying. "Harassment, intimidation or bullying" means any intentional written, verbal, or physical act, including but not limited to one shown to be motivated by any characteristic in RCW 9A.36.080(3), (race, color, religion, ancestry, national origin, gender, sexual orientation or mental or physical disability), or other distinguishing characteristics, when the act:

- Physically harms a student or damages the student's property.
- Has the effect of substantially interfering with a student's education.
- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment.
- Has the effect of substantially disrupting the orderly operation of the school.

Policy and Procedures 3207/3207p (available online at [www.psd401.net](http://www.psd401.net) under District scroll down menu)

**Volunteers must intervene in HIB, support targeted students and properly receive Incident Reporting Forms.**

**Q & A**

How does bullying differ from other forms of conflict? (Note: specifics will vary with each incident.)

**Other Conflict/ Fighting**

Between friends/equals/peers  
 Spontaneous/occasional  
 Accidental/not planned  
 No serious, lasting harm  
 Equal emotional reaction  
 Not for domination/control  
 Often a sense of remorse  
 May try to solve problem

**Bullying**

Not friends/imbalance of power  
 Repeated over time  
 Intentional  
 Physical/emotional harm  
 Unequal emotional reaction  
 Seeking control/possession  
 No remorse-blames target  
 No effort to solve problem

What is the age limit of an aggressor? Harassment, intimidation and bullying of students is prohibited. There is no age limit because the aggressor may be another student or it may be an adult member of the district or school staff.

What do you do if a student reports that he/she is being bullied or reports that someone else is being bullied? Listen to the student; help the student get to an adult in charge so they can help determine how to address the problem; and it is your responsibility to make sure that the bullying behavior is reported!

What do you do if you see a student bullying or being mean to another student? **Intervene!** Tell the aggressor to "Stop"; **support** the targeted student by being present; and immediately **report** to the adult in charge. They can then assess the situation and help the child or you fill out the incident reporting form. If you fill out a form on your own, it needs to be given to the teacher/administrator you are working with so they can help with the next steps.

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Volunteer's Printed Name and Signature

Date: