



ADMINISTRATIVE POLICY

Hazing, Harassment, Intimidation, Bullying, Cyberbullying and Menacing; Student INS-A003

Policies are periodically revised. Users of this policy should check the QAM website for the most recent version. <https://salkeiz.sharepoint.com/qam/SitePages/Home.aspx>

1. Salem-Keizer School District is committed to providing an environment where students can study, participate in school-sponsored activities and work in an environment that is free of hazing, harassment, intimidation, discrimination, bullying, and menacing. This policy includes language required by Oregon Revised Statutes and Oregon Administrative Rules.
2. Definitions:
 - a. Hazing: Any act that recklessly or intentionally endangers the mental health, physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in, or affiliation with, any district-sponsored activity or grade level attainment.
 - b. Harassment, Intimidation or Bullying: Any act that substantially interferes with a student's educational benefits, opportunities or performance, that takes place on, or immediately adjacent to, school grounds, at any school-sponsored activity, on school-provided transportation or at any official school bus stop. Harassment, intimidation and bullying may be based on, but not limited to, the protected class status of a person, and have the effect of:
 - 1) Physically harming a student or damaging a student's property
 - 2) Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property, or
 - 3) Creating a hostile educational environment, including interfering with the psychological well-being of a student
 - c. Cyberbullying: Use of any electronic communication device to harass, intimidate or bully. Communication of this form which occurs off school grounds but disrupts or prevents a safe and positive educational or working environment may also be considered cyberbullying.
 - d. Menacing: Any act which is intended to place a student in reasonable fear of imminent serious physical injury.
 - e. Discrimination: Incidents of hazing, harassment, intimidation, bullying, cyberbullying, and menacing may be based on, but not be limited to, the protected class status of a person.
 - f. Protected Class: A group of persons distinguished, or perceived to be distinguished, by race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, familial status, source of income or disability.
 - g. Sexual Orientation: an individual's actual or perceived heterosexuality, homosexuality, bisexuality.
 - h. Gender Identity: an individual's gender-related identity, appearance, expression or behavior, regardless of whether the identity, appearance, expression or behavior differs from that associated with the gender assigned to the individual at birth.



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3. Policy:
- a. Acts of hazing, harassment, intimidation, bullying, cyberbullying and menacing will not be tolerated by student to student, staff to student, or student to staff.
 - b. Students are expected to behave in such a way that promotes a positive education environment.
 - c. All district employees shall immediately report incidents to the school administrator.
 - d. Any person who has witnessed or has reliable information about an incident is encouraged to make a report, including an anonymous report, directly to the school administrator.
 - e. The school administrator shall receive and investigate reports according to procedures developed by the Superintendent.
 - 1) The school administrator will make notifications to parents/guardians consistent with INS-P012.
 - 2) If the concern involves a bias incident or a symbol of hate, the school administrator will follow the steps outlined in District Policy ADM-A012.
 - f. A person may request the District to review the actions taken by staff in responding and/or investigating a report by filing a written request with the Superintendent. Requests must be submitted within 10 working days of the person receiving notification of the findings of the investigation.
 - g. If an individual is found to have violated this policy, the District will take appropriate corrective action with a focus on educating the individual regarding the impact of their actions with appropriate, non-punitive remedial measures.
 - 1) Students whose behavior is found to be in violation of this policy may be subject to disciplinary actions as specified by the District's Student Discipline policy and procedure.
 - 2) An employee who violates this policy may be subject to disciplinary action up to and including termination.
 - h. Reprisal or retaliation against any person acting in good faith in a complaint process is a violation of District policy.
 - i. A student found to have falsely accused another as a means of reprisal, retaliation, or as a means of hazing, harassment, intimidation, bullying, cyberbullying or menacing, shall be subject to disciplinary actions as by the District's Student Discipline policy and procedure.
 - j. Information related to the prevention of, and the appropriate response to, acts of hazing, harassment, intimidation, bullying, cyberbullying and menacing will be incorporated into training programs for students and school employees.
4. This policy shall be made available at School District 24J schools and on its website. A copy of this policy at least 8.5" x 11" in size shall be posted in all Middle and High Schools.



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5. The district has adopted a separate policy for Teen Dating Violence (INS-A013), which delineates the definitions, expectations for students, reporting and discipline processes.
6. The district has adopted a separate policy for Sexual Harassment ([HUM-A029](#)).

Approved By: Assistant Superintendent

(Approval on file)