

OXFORD PUBLIC SCHOOLS

STEPS TO RESTORE SAFETY FOR A VICTIM of BULLYING and/or RETALIATION

Administrative Guidelines

This list was compiled to assist administrators in ensuring the safety of a victim of bullying or retaliation. This is not a comprehensive list, but rather possible actions.

1. Provide referrals for outside counseling to Target and Aggressor.
2. Coordinate with established outside counseling of Target and Aggressor.
3. Provide in-house counseling to Target / Aggressor if outside counseling delayed.
4. Change schedule of Aggressor so classes/lunch do not overlap.
5. Impose social probation on the Aggressor such as eating lunch elsewhere.
6. Restricted access to parts of building for Aggressor.
7. Aggressor leaves class 3 minutes early so not in the hall during passing time.
8. Suspension of Aggressor.
9. Report to Police, Police contact Aggressor or Target (as determined by police).
10. Provide Target with contacts in school (Nurse or Adjustment Counselor).
11. Provide Aggressor with contacts to report to if feeling anxious or if they believe they are going to behave, or have behaved, inappropriately.
12. Reconvene team if SPED students.
13. Increase supervision and awareness in areas that Target identified as a problem.
14. Increased vigilance from staff in common areas (halls, cafe, before/after school).
15. Provide options to Target such as class changes, lunch schedule changes, etc.
16. Contact parents and inform them of plan so they can reinforce the plan at home.
17. Meeting with the Aggressor's teachers.
18. Meeting with Target's teachers.
19. Periodic check-ins with Target and Aggressor by Nurse or Adjustment Counselor.
20. Have a plan to lift restrictions on Aggressor and return to normal school activity.