

Secondary Harassment, Intimidation or Bullying Targeted Student Safety Plan

Definitions & Guidance

Our school provides a safe and secure learning environment that is free from **harassment, intimidation or bullying (HIB)**. Students who have been the **alleged targets** of HIB may need special protection to ensure their emotional and physical safety is secure during investigations and/or after sanctions have been imposed on aggressor students. A Student Safety Plan should be created to protect vulnerable students.

This safety plan template raises key issues for you to consider to assist in the protection of a vulnerable student and in the writing of a safety plan. It is understood that each situation is different and that additional considerations may be included.

Developing the Plan

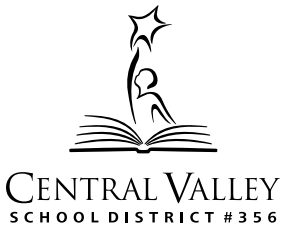
It is recommended that this **Student Safety Plan** be completed by the school's **existing safety, discipline or student support team**. Examples of such groups include a school's Care Team, Student Intervention Team (SIT), 504 Implementation Team, Multidisciplinary Intervention Team (MDT), or HIB Prevention-Intervention Team. It is also recommended that the targeted student and a member of the targeted student's family be involved in the development of the plan. Once the plan has been developed by the team, the principal or their designee will see that it is implemented with the student and his/her family. The principal will also share this plan with all necessary school staff. The classroom teachers will leave a copy of the plan for any **substitute teachers**.

The plan involves two components: the actions **school staff** will engage in and the actions the **student** will engage in. The plan has a **definite start and a proposed end date**. It is meant to cover the **entire school day**, from the time a student boards a bus in the morning until he/she departs the bus at the end of the day. The targeted student needs to be safe during **before-school and after-school activities**, and protected from any **new bullying done by others** in support of the initial aggressor or in retaliation for reporting or discipline actions.

Implementing the Plan

The plan designates a **Primary Staff Contact** for the targeted student. This person might be the staff person to whom the student first reported the HIB, or with whom the student feels most comfortable. It might also be his/her homeroom teacher, counselor or another classroom teacher.

It is the intent of this plan that it be carried out in a way which is **minimally intrusive**. School layout, passing times, grade levels and configurations and availability of staff may impact the plan. It will be necessary to adapt to the building. For example, if there are locations which are known to be particularly dangerous for the student, those areas need to be identified and monitored.



Secondary **Harassment, Intimidation or Bullying Targeted Student Safety Plan**

Student's Name _____ **Grade Level:** _____

Primary Staff Contact: _____

Classroom/Homeroom Teacher: _____

Plan start date: _____ **Proposed end date:** _____

A. School/Staff:

1. Appropriate school staff will be apprised of this safety plan and will make every effort to implement it successfully.
2. Any school staff who witness or are otherwise made aware of any harassing, intimidating or bullying behavior directed toward the student will intervene immediately and will report such behavior to the principal.
3. Classroom and Passing Times:
 - _____ will be designated as the student's primary point of contact (trusted adult) on staff.
 - Classroom teachers will keep the student and his/her aggressor separated in the classroom and during class activities.
4. The student will visit a designated staff member at an agreed upon time to ensure that the plan is working. If the student does not or cannot visit this person at that time, the designated person will locate and check with the student.
5. The school will immediately report any harassing, intimidating or bullying behavior to the student's parents.
6. Other:

B. The Targeted Student:

- 1. The student will not have contact at school or electronically with the aggressor while this plan is in effect.
- 2. The school counselor and the student will identify a friend or friends with whom he/she feels safe.
- 3. The student will remain as close to the trusted friend(s) as is reasonable during the school day.
- 4. The student will visit the school counselor (nurse/principal/Assistant Principal) on a daily basis at ____ o'clock to check in to see that the plan is working.
- 5. The student will share all passwords and will 'friend' his/her parents on all social networking sites so that they can monitor for any adverse online experiences.
- 6. The student will report any violation of this plan to his/her parents, teacher, or other staff person immediately.
- 7. The student will also report any such behavior which occurs as a result of this plan off campus and/or outside of the regular school day.
- 8. Other:

C. Parents/Family:

- Parents and other family members agree to monitor and support the student with this Safety Plan, monitor the student's use of technologies, and contact the school if the problem persists.

This plan is in place from _____ through _____ , at which time it will be reviewed, revised or continued, if necessary.

We agree to the Safety Plan as stated above.

Student Date

Parent Date

Principal Date

Date Completed/Modified/Extended: _____