

Incident Report is completed and incident is reported to Administrator

Administrator conducts investigation to determine if bullying occurred

Interview all parties involved in incident

Assess the situation for a possible crime. *(Was there physical contact or injury, use of a weapon, serious threat of injury, stalking, harassment or detainment, loss of property)*

Yes

Contact the police *(Let them investigate and decide whether a crime has occurred.)*

Inform parents that police have been called

No

Was there aggression?

(Physical aggression such as hitting, shoving or threatening injury; verbal aggression such as teasing or name-calling; social aggression such

No

Not Bullying

Yes

Was this action severe and/or repeated? *(Was there more than one incident or did the aggressor fail to stop when asked?)*

No

Not Bullying

Yes

Assign Consequences

Contact Parents

Complete Investigation Report/Action Plan

Copy and file report with Principal and LABBB Director or Coordinator

Follow Up: Monitor behavior and communicate with parents and staff