



Dallas County School System

Bullying Prevention Guidelines 2019-2020

Complaint Form

- Must be posted on district website and each school's website
- Must be available in the school's front office
- Must be included in each school's student handbook

Bullying Prevention Guidelines:

- Annual Presentation to Students and Faculty
 - Behavior expected of students
 - Explanation that incidents that occur on or off campus should be reported
 - Definitions
 - Reporting Procedures
 - Where to find the form
 - Who can submit
 - How to submit
 - Investigative Process
 - Prohibition of retaliation
 - Consequences for false accusations
 - Explanation of graduated consequences for bullying (*from Discipline Plan for Safe Schools*)
 - Information on available resources
 - Encourage reporting of bullying incidents
- Peer Mediation Team
 - Organization, purpose, and task of this team should be school-specific.
- Faculty/Student Committee
 - Meet at least once each semester
 - Review and discuss bullying and make recommendations to administration regarding
 - School Climate
 - Safety
 - Bullying
- Whole group guidance lesson(s) regarding bullying
- Bullying Prevention Campaign

Documentation

- Must be kept for all required elements of the Bullying Prevention Program
- Can be filed by the school counselor in his/her counseling binder
- Must be made available upon request by the district office and/or ALSDE

Persons Responsible

- Complaint Form
 - School Administrator or Designee
- Program
 - Annual Presentation
 - School Administrator
 - Peer Mediation Team
 - School Administrator or Designee
 - Faculty/Student Committee
 - School Administrator or Designee
 - Whole group guidance lesson(s)
 - School Counselor(s)
 - Bullying Prevention Campaign
 - School Counselor(s)
- Documentation
 - School Administrator, Designee, and/or Counselor(s)