

Carlos Rosario International Public Charter School

Bullying Prevention Policy

Purpose

The Carlos Rosario International Public Charter School, a school for adults, has developed this bullying prevention policy aimed toward our adult student population. The School developed this bullying prevention policy for adult students while adhering to the spirit and intent of the Youth Bullying Prevention Act of 2012.

Statement

The Carlos Rosario International Public Charter School prohibits bullying of all types.

Definitions:

The District of Columbia code defines bullying as any severe, pervasive, or persistent act or conduct whether physical, electronic, or verbal that:

1. May be based on a youth's actual or perceived race, color, ethnicity, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, intellectual ability, familial status, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, status as a victim of an intra-family offense, place or residence or business, or any other distinguishing characteristic, or on a youth's association with a person, or group with any person, with one or more of the actual or perceived foregoing characteristics; and
2. Can reasonably be predicted to:
 - a. Place the youth in reasonable fear of physical harm to their person or property;
 - b. Cause a substantial detrimental effect on the youth's physical or mental health;
 - c. Substantially interfere with the youth's academic performance or attendance; or
 - d. Substantially interfere with the youth's ability to participate in or benefit from the services, activities, or privileges provided by an agency, educational institution, or grantee.

Bullying Prevention Policy Scope and Applicability:

The DC Code requires the following enforcement aspects in policies on Bullying Prevention:

1. Enforced on the School property, including electronic communication on, or with, its property.
2. Enforced at School sponsored functions.
3. Enforced on its transportation, or transportation sponsored by it.
4. Enforced on electronic communication. “Enforced on electronic communication” includes electronic bullying through technology owned by CRIPCS as well as electronic communications that occur off-campus that interfere with a student’s ability to participate in or benefit from CRIPCS’ services, activities, or privileges.

Disciplinary Policies:

The Carlos Rosario International Public Charter School Student Code of Conduct is a primary vehicle by which the School communicates and enforces disciplinary policies to students. Embedded within the Student Code of Conduct, and/or in the Supplemental Procedures to the Student Code of Conduct contained within this policy document, there are provisions for procedures for handling wide ranging incidents, which would include bullying incidents. There are also provisions for due-process steps such as secondary investigations and appeals, protections from retaliation, guidelines for reporting requirements and other protections and remedies associated with student conduct and discipline.

Student Code of Conduct:

The Carlos Rosario International Public Charter School is a place where all students have the right to come and learn. To allow all students to learn, all students must be respectful of the diverse community. Carlos Rosario students are expected to adopt shared values of the School community. Carlos Rosario students are lifelong learners who are caring, productive, confident and civic minded. They must be conscientious of the implications of their decisions and should demonstrate empathy, compassion, and respect towards others and themselves.

Student Behavior Expectations

Respect is critical in our diverse community. Students must demonstrate respect through their appropriate actions, words, tone and body language. Unacceptable behavior includes any behavior that infringes on another student’s right to learn. These behaviors include, but are not limited to, offensive language and gestures, disrespecting a staff or faculty member, damage to school property, improper use of school equipment, theft, sexual harassment, making threats against others, harming others, and fighting or committing assaults. Behavior that poses a threat to the health and safety of others may be grounds for immediate expulsion.

Drugs and Alcohol

Students’ use, possession, distribution and sale of drugs or alcohol is strictly prohibited on school property or at any school sanctioned activities occurring off-site. Distribution or sale of drugs or alcohol or the intent to do so may warrant an immediate expulsion and possible reporting to authorities.

Weapons

All weapons including, but not limited to, guns, knives, explosives, are strictly prohibited at the School. Violations will lead to DC Metropolitan Police Department involvement and may be grounds for immediate expulsion. Items that appear to be weapons are banned as well.

DISCIPLINARY POLICIES

Discipline Review Process

When a teacher or staff member finds that a student has committed an infraction that may merit expulsion or suspension, he or she will inform a school official of the infraction. The school official will meet with the student to inform the student of the infraction in question and learn what happened from the student's perspective. If the school official finds that the student is in violation and further concludes that the infraction merits expulsion or suspension, the school official will ensure the discipline review process is followed.

Discipline Review Process Policy for Expulsions and Suspensions

Should a student's behavior be deemed to be a serious violation or infraction the incident will be reported to a designated school official. The school official will meet with the student, hear the student's perspective on the incident, and then as warranted engage in a variety of appropriate interventions that are commensurate with the nature of the infraction. These interventions can range in a variety of measures including a verbal or written warning, mandatory consultations with a counselor and/or follow up conferences with a school official. Violations relating to the sale or distribution of drugs, weapons violations or other serious violations that threaten the health and safety of the school community may result in a suspension or an expulsion.

The Discipline Review & Appeals Process Policy may include the following:

1. Oral or written notice of the charges based on the school's investigation;
2. If the charges are denied, a student must be given an opportunity to explain his version of the events to the suspending school official;
3. The suspension may range from 1 to 10 days in length;
4. Expulsion can be for the rest of the semester or the rest of the school year and, in extreme cases, expulsion can be indefinite;
5. Any decision rendered must be based upon the school's investigation;
6. With respect to any suspension invoked, the student will be informed of its beginning and ending dates;
7. If an appeal request is made, the student may appear and discuss the suspension or expulsion with a specially designated school official; initial appeals are to the School Principal. Karen Rivas Principal -Sonia Gutierrez Campus kwhitehurst@carlosrosario.org 202-734-4900 and Ms. Holly-Ann Freso, Principal -Harvard Street Campus. hfreso@carlosrosario.org 202-797-4700 and;

8. Subsequent appeals may be made to the senior executive leadership of the School and to the Board of Trustees. Such person who is not satisfied with the outcome of the initial investigation may appeal to Dr. Ryan Monroe, Chief Academic Officer of the School. rmonroe@carlosrosario.org 202-797-4700 ext. 709. Appeals must be made within 30 days of the receipt of the conclusion of the initial investigation. The secondary investigation shall be completed within 30 days of receipt of appeal unless circumstances require additional time. A higher level authority sets forth those circumstances in writing. Additional time is not to exceed 15 days. Those filing an appeal shall be informed of the right to seek further redress under the Human Rights Act.

Supplemental Procedures to the Student Code of Conduct

The following supplemental procedures to the preceding Student Code of Conduct are intended to more fully address bullying incidents specifically:

Corrective Action Steps: The CRIPCS requires all staff and volunteers to report bullying incidents to their direct supervisor or other School officer of their choosing. Reports of bullying by students may be made openly or anonymously. All reports of bullying must be investigated by a designated School official.

Steps for the prevention of retaliation or repeated bullying incidents: Those charged with investigating bullying incidents must first take the necessary steps to insure the cessation of bullying of the victim, prohibit and insure there is no retaliation on the victim, the witness of the bullying, the person reporting the bullying incident or anyone else with reliable information that a person has been subject to bullying.

Guidelines for protecting the target or targets of bullying: The School and School officials will take any and all necessary actions for protecting the target or targets of bullying to include but no limited to: monitoring areas known to be at-risk areas for bullying; monitoring student movement and interactions within the school and in areas in the immediate vicinity of the school; and communication of reporting procedures for students and staff on the issue of bullying.

As per the Student Code of Conduct: Adherence to the policy of flexibility of responses taking into account the severity, nature, history and developmental ability of the individual(s).

Appeals Process: The appeals process is for intended for the person accused of bullying and anyone who is not satisfied with the outcome of the initial investigation. Such person who is not satisfied with the outcome of the initial investigation may appeal to Dr. Ryan Monroe, Chief Academic Officer of the School. rmonroe@carlosrosario.org 202-797-4700 ext. 709.

Appeals must be made within 30 days of the receipt of the conclusion of the initial investigation. The secondary investigation shall be completed within 30 days of receipt of appeal unless circumstances require additional time, a higher level authority sets forth those circumstances in writing. Additional time is not to exceed 15 days. Those filing an appeal shall be informed of the right to seek further redress under the Human Rights Act.

Conclusion

Whereas the Youth Bullying Prevention Act applies to entities that serve youth and with the understanding that the Carlos Rosario International Public Charter School is an entity that does not serve youth and serves adult learners, this Bullying Prevention Policy has been adopted by the School in an effort to fulfill the spirit and intent of the YBP Act of 2012.