<div align="center">**Poplin Elementary ANTI-BULLYING PLAN**</div>

The administrators, counselors, faculty, and support staff are all committed to making Poplin Elementary a safe and nurturing learning environment that promotes equity, diversity and acceptance in the school community. We strive to adhere to our high values and we honor the character traits of respect, leadership, trustworthiness, and courage. We have a zero-tolerance policy for all forms of bullying including: retaliation, verbal, physical, social, psychological and cyber.

<div align="center">**UCPS Board of Education Policy 4-7**</div>

The Board believes that all employees and students should be free of unlawful discrimination, including harassment and bullying, as a part of a safe, orderly and inviting working and learning environment. It commits itself to non-discrimination in all its educational and employment activities. The Board expressly prohibits unlawful discrimination, harassment, or bullying however motivated, directed toward any person or group, including, but not limited to acts reasonably perceived as being motivated by any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, socioeconomic status, academic status, gender identity, physical appearance, sexual orientation, or mental, physical, developmental, or sensory disability, or by association with a person who has or is perceived to have one or more of these characteristics.

Student Bullying Prevention
- Treat everyone with respect and kindness.
- Refuse to be bullied by speaking up for yourself.
- Report bullying of yourself or others to a teacher or a staff member when you see or hear it.

What should you do if you or someone you know is being bullied?
- Tell a teacher, counselor, staff member or another adult about the bullying situation by telling them or by writing a note.

Staff Bullying Prevention
- Watch and listen carefully for bullying, especially in vulnerable areas (recess, lunchroom, bathrooms, etc).
- Stop bullying when you see it and document when students say they are being bullied.
- Report any cyberbullying to the office to determine if school disciplinary action needs to be taken, contact parents.
- Have class discussions about respectful relationships and how to treat others.
- Make sure your students know the school's anti-bully policy.
- Review classroom guidance lessons, presented by counselors, on bullying.
- Follow the school's policy in enforcing the school's zero-tolerance against bullying.
- The school will work to provide a positive environment with opportunities and recognition for students (Safety Patrol, House System, Classroom Guidance Lessons, Garden Club, Student Ambassadors, Terrific Kids Breakfast, Positive Behavior Awards, etc.)
- All staff members will continue to receive professional learning on how to prevent bullying.

Staff Response
- If you see it, immediately stop it.
- When bullying is reported, teachers should take it seriously and respond quickly.
- Inform administration of the incident, if bullying is serious or a repeated behavior.
- SRO presence around the school and to speak to students.
- Teach students if they **SEE SOMETHING/SAY SOMETHING**

Dealing with a Bullying Situation
- Determine what happened and who was involved. Use the school's bullying policy to decide if the report is bullying.
- If not bullying, handle appropriately based on classroom policies.
- If bullying, contact a counselor right away to discuss the situation.
- Based on the consultation with the counselor, administration may be involved.
- Consequences will be based on consultation.

Reporting Procedures for Staff and Students
- Monitor student behavior at all times and address bullying behavior immediately.
- Follow the school consequences
- Report to the school administration
- Contact parents

Possible Consequences for Bullying
- Note/phone call to parents
- Meeting with parents
- Written/verbal apology
- Silent lunch and/or interruption of recess
- Visit to administrator for discussion/consequences (serious or repeated offenses)
- In school or out of school suspension (serious or repeated offenses)
- Referral to law enforcement (if deemed appropriate by administration)

SAFE SCHOOL PLAN
Our goal is to provide a safe school environment for all children while meeting their individual needs.

1. Establish and enforce a school-wide code of student conduct.
2. Establish, teach, and implement school-wide procedures.
3. Perform responsibilities necessary to maintain a safe school.
4. Utilize the UCPS Board Policy Manual.
5. Provide professional development that will promote a safe school environment.
6. Identify at-risk students.
7. Establish and implement procedures to serve individual needs of students at-risk.

The Bullying Plan is posted on the school website.