

**Edna C Stevens School
ECS School Climate Committee**

Members: Building Administration, School Psychologist, School Social Worker, Nurse, Classroom Teacher, Parent

Promoting a Safe School Climate

There are many ways Edna C Stevens School promotes a safe school climate. "Placing Students First" and building relationships between all stakeholders is a focus of the safe school climate committee. The following are some of the ways ECS promotes a safe school climate.

ECS Way-A set of schoolwide expectations to keep our students safe each and every day.

Research Based Second Step Program for Pre Kindergarten classes that teaches students scenario based learning.

RULER-Recognizing, Understanding, Labeling, Expressing and Regulating emotions, creating classroom charters and utilizing the Mood Meter.

Read Alouds focusing on Social Emotional learning.

Social Support groups based on student need.

Daily contact with families.

Communication home to the families via Friday updates.

Brain Breaks, and mindfulness activities.

ECS Way Assemblies throughout the year that focus on being their best self.

Reporting System

Any person can report an incident that they believe to be bullying, or harassing behavior to any school employee. That school employee will report the incident to building administration to determine next steps. Any school employee that witnesses or receives a report of possible bullying or harassing behavior must report the behavior to building administration orally within one school day and file a written report. The reporting form is available in the main office and on the website.

Investigating a report

All incidents reported will be investigated. The investigating team can include building administration, support staff, and other staff members. Anonymous reports of bullying will also be investigated.

An investigation could include interviewing the alleged victim, alleged perpetrators, any students, teachers or staff that many have witnessed the incident of bullying. During the investigation any person with knowledge of the situation will be interviewed and asked

what they saw and heard and any other information pertaining to the incident. If visual evidence is needed, the footage available on ECS school cameras can be utilized. During the investigation, the family of the alleged perpetrator and victim will be notified by members of the investigation team of what was reported and next steps.

Notifying the Parents/Guardian of the Students Involved

After the investigation is complete, the victim and alleged perpetrator will meet separately with administration and be told the results of the investigation. If disciplinary consequences are issued as a result of the investigation they will be given at this time. The students will also be told what actions to take moving forward to avoid any future problems. Parents/guardians of the victim and perpetrator will be contacted. The results of the investigation, and next steps will be explained to the parents/guardians.

Follow-Up

The victim and their family will receive follow-up contact to make sure that no further acts of bullying have occurred after the situation was addressed. A team member will follow up with the victim and the victim's family after two weeks and after four weeks. The purpose of the follow-up is to verify nothing further has happened and that the student feels safe and comfortable at school. If during the follow-up it is determined another incident occurred it will be addressed immediately.

Recording and Filing

A case file will be started with the receipt of the "The report of suspected bullying behaviors or teen dating violence" form. The team will complete a "Report of bullying form/investigation summary" This form will include conclusions about the incident that has been reported, including whether or not the situation was determined to be bullying, disciplinary, or other actions taken and recording the dates and times when we follow up with the student and the families involved. The form is for office use and it will be used as a reference in case further incidents occur.

Educating Students and Preventing Future Occurrences

Children who are perpetrators need to be educated on what bullying is, why they shouldn't bully, and how to prevent that type of behavior in the future. Students who have bullied others will be required to meet with the school social worker for bullying education.

Edna Stevens has several approaches in place to promote a positive climate and prevent bullying. We have the ECS Way. Students are educated about school wide expectations in various school wide settings. Time is spent in the classroom and as a school community teaching students the different expectations, and reviewing them at different times during the school year.

RULER is a systemic approach to Social-Emotional learning. RULER is a part of every classroom at Edna C. Stevens and helps all members of the ECS community to recognize their emotions and develop strategies to handle the different emotions in a variety of situations.

Responsive Classroom and Restorative Practices are in place in the classrooms throughout the building. These concepts help to build a sense of community and allow students to take ownership of their own learning both academically and socially. Students work together to solve problems, gain a new perspective on a situation, and to build their own learning.

The ECS staff provide supervision during instructional, non-instructional, hallway transitions, and arrival/dismissal times to support positive student behavior.