

# Bullying-Cyberbullying Disclosure Response Recommendations

Disclaimer – The information contained in this incident flow chart is provided for informational purposes only. Crime Stoppers of Houston advises all educators to refer to, defer to, and become primarily familiar with your district rules and guidelines. This document is meant to create thoughtful and engaging questions and discussions but in no way and under no circumstances meant to trump school guidelines or district procedures, especially when it concerns safety or emergency situations.

#### Whether you have received a report from a student, parent, staff **1. Listen and Collect the Report:** member or anonymously, listen with an open mind and take notes if needed to ensure you have all relevant facts. **1A.** Is it Cyberbullying? **1B.** Is it Another Form of Bullying? Is it considered cyberbullying? Is it considered bullying? Determine if the incident constitutes as a crime such as: Determine if the incident Suicide baiting is an action that is intentionally hurtful, Inciting violence against a student through group serves to cause harm. bullying is meant to insinuate fear. • Releasing or threatening to release intimate visual • via physical contact, verbal expression, or written material of a minor (a student under 18). means. **2. Notify Your Administrator** • Once confirmed that your report is considered bullying under Texas law, notify your campus administrator so that the investigation of the claim can begin. District or campus protocol should guide the investigation. David's Law empowers you to make a report with any school district police department or police department located in the municipality of the school. Consider filing a request for legal support through David's Legacy Foundation: DBM Project Form - David's Legacy Foundation (davidslegacy.org) 3. Develop a Student Safety Plan Did the investigation conclude that the report Work with the student to make a safety plan while the meets bullying criteria under Texas Law? investigation is ongoing to offer immediate support. Listen with an open mind and identify trusted adults that the student has. NO YES **4A. Determine Disciplinary Action** Follow your district's code of conduct for disciplinary action as it relates to the severity of the offense. **4B. Determine Disciplinary Action** • Notify campus principal. 5. Follow Up With Those Involved · Notify parents of all the parties involved. Continue to monitor the relationship and the wellbeing • Complete all necessary paperwork/ documents as of the students who were involved in the incident. required by your district. Support both the offender(s) and victim(s). • Determine consequences and intervention. · Offer counseling to the students involved. · Enact a revised safety plan, if needed, and implement a distancing agreement.

This flowchart is informed by David's Legacy Foundation, Cyber Bullying Research Center, Katy ISD and Conroe ISD.



## CRIME STOPPERS OF HOUSTON SAFE SCHOOL INSTITUTE

P.O. Box 541654, Houston, TX 77254 (713) 521-4600 (office) (713) 222-TIPS (to report) www.crime-stoppers.org/safe-school-institute ssi@crime-stoppers.org

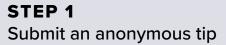


#### HOW TO REPORT A TIP



### HERE'S HOW IT WORKS







**STEP 2** Your tip leads to an arrest or disciplinary action

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**STEP 3** Receive a cash reward (up to \$5,000)