Berwick Area School District

Staff Bullying Policy and Report Form

It is the policy of the Berwick Area School District to maintain a learning and working environment that is free from ALL bullying. The BASD prohibits any and all forms of bullying because it violates the basic right of students and staff to be a safe, orderly learning environment. This policy seeks to promote positive interpersonal relationships between all members of the school community.

Bullying, as defined by law, means an intentional electronic, written, verbal, or physical act or series of acts directed at another student, parent, employee, or Board member, that is severe, persistent or pervasive and has the effect of doing any of the following:

- Interfering with a student's education, employee's job performance, or Board member's governance ability.
- Creating a threatening environment.
- Substantial disruption of the orderly operation of the school/district.

Bullying as defined by this policy includes cyberbullying

The BASD will promptly and thoroughly investigate reports of bullying, whether of a physical or of a nonphysical form. If it determines that bullying has occurred, it will act appropriately and will take reasonable action to end the bullying.

*Please see the Bullying Report Form on the next page.

This is a form to report alleged bullying that occurred to any employee of the Berwick Area School District. If you feel you are a victim of bullying or someone who has witnessed bullying in the workplace, and you wish to report the incident, please complete this form and return it directly (hard copy) or via email to Wendy Calarco, Ombudsman for the Berwick Area School District.

Contact Information:

Wendy Calarco, Ombudsman wcalarco@berwicksd.org (570) 759-6400 x 3562

Staff member reporting the incident:		Reporting Date:
Did anyone witness the incident? If so, who?		
Did anyone withess the incluent. If 30, who.		
Details of the incident:	Nama of	allaged normativators
Name of alleged victim:	Name of	alleged perpetrator:
Date and time of the incident:	Location	of incident:
Please describe details of the incident below:		