



Bullying Policy and Procedures

Board Approved Updates: November 14, 2023

Policy Statement

Boys & Girls Clubs of Greater Kalamazoo is committed to providing all members with a safe environment and will not tolerate any form of bullying at any Club activity on or off Club property. Staff and volunteers who observe an act of bullying are expected to take immediate, appropriate steps to intervene.

What is Bullying?

Physical or psychological intimidation that occurs repeatedly over time. Often there is some type of power difference (age, socioeconomic status, size). Bullying can be overt (i.e., teasing, hitting, or stealing) or covert (i.e., spreading rumors or exclusion).

Forms of Bullying

Physical

- pushing, tripping, hitting
- taking or breaking someone's belongings on purpose

Verbal

- calling someone names, teasing, or making fun of them
- insulting, humiliating, or threatening someone

Social

- leaving someone out of "the group" or refusing to play with them
- saying bad things about someone
- making someone look silly
- telling others not to talk to someone
- showing pictures or other things that are rude or insulting

Electronic

- using the Internet or a cell phone to e-mail or send text messages or pictures to threaten someone, hurt their feelings, embarrass them, make them look bad, spread rumors, or tell secrets about them.

Anti-Bullying Policy

Intervention

Because bullying happens over time, it is important intervene anytime negative interactions happen between youth.

- When bullying behavior is observed, it is interrupted in front of any bystanders or onlookers; this is a teachable moment for all.
- The goal is to take the spotlight off the member being bullied and turn the focus to bullying behavior.
- Intervention should take about 3 mins. Below is a sample script to use:

Intervene: *"Stop it. That's Bullying."*

Behavior: *"I heard/saw you _____ (behavior)."*

Identify form: *"That's called _____ (type of bullying)."*

Club Expectations: *"Our Club expectations are that every member is treated with respect. At this Club, we do not harass or put people down."*

Broaden Response: *"This Behavior can also hurt others who overhear/oversee it."*

Personalize Message: *"_____ (member's name), next time I would like you pause and think before you act. I expect you to treat everyone nicely."*

Education

Club members must learn that their behavior is inappropriate and harmful to the other people involved and learn the skills necessary to interact positively and respectfully. Interventions at this level will help members develop the insights and empathy needed to modify their behavior. SEL (Social Emotional Learning) Coaches or supervisors will work with members to engage in positive interaction rather than bullying.

Education is used when a pattern of bullying behavior is noticed (i.e. 3 times or depending on severity). Education examples to use are:

- Review and reflect on an SEL skill
- Lead a discussion about the harmful effects of bullying
- Roleplay a scenario
- Make a presentation about the importance of respecting others
- Do a project about civil rights and bullying
- Read a book about bullying
- Make anti-bullying posters for the Club

Targeted Intervention

Targeted interventions should be used if bullying behavior continues after educational intervention has taken place.

- A member incident report must be completed and SEL Coaches along with supervisors will decide if a parent or guardian should be called based on the severity of the incident.
- If the staff member or volunteer believes his/her intervention has not resolved the matter, they shall report it to their supervisor.
- The SEL Coach or Unit Manager will inform the parent or guardian of any member who was observed as a victim or perpetrator of bullying if the issue has not been appropriately resolved. Depending on the frequency and severity of the conduct, intervention, counseling, discipline and/or referral to law enforcement will be used to remedy the impact on the victim and

change the perpetrator's behavior. Bullying that continues will result in a parent meeting and the member may not be able to attend the Club until a plan has been put in place that includes parental input.