

IF A STUDENT REPORTS BEING BULLIED...

Listen to the student and write down what they share with you.

Confirm that the behavior is bullying (occurring multiple times with the intention of being hurtful). Many behaviors that look like bullying may be just as serious but may require different response strategies. Reassure the student that they did the right thing by telling you.



Virginia State Law requires principals or their designees to notify the parent of any student involved in an alleged incident of bullying within 24 hours of learning of the allegation of bullying. (§ 22.1-279.6.). Let the student know that you are required to report what has been shared with you to administration so they can help. Ask if they want to talk with the administrator as well. Offer to also involve the school counselor if the student needs support.



DO

- Respond quickly and consistently to communicate to students that bullying is unacceptable.
- Alert administration as soon as possible.
- Provide privacy to the students involved when talking about the bullying.
- Stay calm and reassure students involved (including bystanders).
- If the student needs additional support or you are concerned about their mental health reach out to the school counselor.



DON'T

- Wait till the end of the day to alert administration.
- Ignore it or suggest that the student ignore it.
- Think students can work it out without adult help.
- Force students to publicly say what they saw or what happened to them.
- Question students involved in front of other students.
- Talk to the students involved together.
- Force an apology or demand they get along.