



**TITLE:** Bullying and Hazing Policy (Student-to-Student, Adult-to-Student, and Student-to-Adult)

**NUMBER:** BUL-5212.0

**ISSUER:** Michelle King, Chief of Staff  
Office of the Superintendent

**DATE:** August 27, 2010

**ROUTING**

Local District  
Superintendents  
School Services Directors  
Operations Coordinators

School-Site  
Principals  
Assistant Principals  
Counselors  
Deans  
Title IX Complaint Mgrs.

**POLICY:** The Los Angeles Unified School District is committed to providing a safe and civil learning and working environment. The District takes a strong position against bullying, hazing, or any behavior that infringes on the safety or well-being of students, employees, or any other persons within the District’s jurisdiction or interferes with learning or the ability to teach. The District prohibits retaliatory behavior against anyone who files a complaint or who participates in the complaint investigation process.

District policy requires all schools and all personnel to promote mutual respect, tolerance, and acceptance among students and staff. “All students and staff of public primary, elementary, junior high and senior high have the inalienable right to attend campuses which are safe, secure and peaceful” [Article 1, Section 28 (c) of the California State Constitution]. Schools are also required to integrate the Bullying and Hazing Policy into their Safe School Plans and School-Wide Positive Behavior Support Plan in accordance to the Discipline Foundation Policy (BUL-3638.0).

This policy shall encompass behaviors or actions that occur among students, District employees and associated adults. The policy is applicable in schools, at school-related activities and events, at District programs and activities, traveling to and from school, and all other areas of the District’s jurisdiction. ([Ed. Code 48900\(s\)](#)).

**MAJOR CHANGES:** This bulletin replaces Bulletin No. 1038.3, “Bullying and Hazing Policy (Student-to-Student, Adult-to-Student, and Student-to-Adult” dated June 25, 2010, issued by the Office of the Chief Operating Officer. It reaffirms District policy against bullying in all areas of the District’s jurisdiction. It adds guidelines for working with adult students and employees, revises reporting procedures and clarifies the integration of the Bullying and Hazing Policy into the Safe School Plan and School-Wide Positive Behavior Support Plan.



**GUIDELINES:** Bullying and hazing are part of a continuum of aggressive or violent behavior. Some acts of bullying or hazing can and do constitute other categories of misconduct such as assault, battery, child abuse, hate-motivated incident/crime, or sexual harassment and, as such, violate other District policies and possibly criminal activity. In such cases, District personnel are obligated to follow appropriate District reporting guidelines as detailed in the Related Resources section of this policy bulletin.

I. Definitions:

- A. Bullying is a comprehensive term that describes the deliberate antagonistic action or creation of a situation with the intent of inflicting emotional, physical, or psychological distress. The behavior may be a single or repeated act and may be electronic, indirect, non-verbal, psychological, sexual, social, physical, or verbal. Bullying seeks to secure or maintain an imbalance of power between the perpetrator(s) and the target(s) and *has a reasonable likelihood of emotional, physical, or psychological harm*. The harmful effects of bullying may be exacerbated by the interaction of frequency, pervasiveness, and severity of the behavior(s), in addition to the power differential between the perpetrator(s) and target(s).
- B. Hazing is any method of initiation, pre-initiation, or rite of passage associated with actual or desired membership in a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury, personal degradation or disgrace that result in physical or psychological harm. Hazing typically, but not exclusively, involves newer members showing subservience to existing members and shall be reported to the administrator of the school and/or advisor of that student body activity ([Ed. Code 48900\(q\)](#)).
- C. Students are any person enrolled in a Los Angeles Unified School District school. Adult students are held to the same policy guidelines as are minor students. Adult students are also held to the guidelines associated with their enrollment in an adult education program.
- D. Adults are non-students who are affiliated with the District as employees, service providers, volunteers, elected parents or vendors. The District expects all persons on our campuses to conduct themselves in a safe and respectful manner at all times. Employees and elected parent officials who engage in bullying, harassment or hazing toward other adults (both employees and non-employees) are governed by the guidelines delineated



in the Workplace Violence Bulletin. Parents and guests are governed by BUL-1325, [Visitors to School Campus](#).

II. Types of Bullying:

Bullying is a deliberate antagonistic act(s) intended to inflict psychological or physical distress or injury. Bullying behaviors can be manifested in a variety of forms that include, but are not limited to, the following:

- A. Cyber-Bullying, Electronic Bullying, or Sexting: Use of any electronic communication technology to embarrass, humiliate, spread rumors, threaten or intimidate. Sending sexually explicit images, even consensually, may be considered as distribution of child pornography which is a felony. In such instances, schools should contact Human Relations, Diversity and Equity, School Operations at (213) 241-5337 or the Los Angeles School Police Department at (213) 625-6631. ([Ed. Code §48900\(r\)](#)).
- B. Disability Bullying: The act of treating someone negatively because of actual or perceived disability. Disability bullying should also be evaluated by the guidelines of District policy bulletin, "Section 504 and Students/Other Individuals with Disabilities." Schools are encouraged to consult with the Educational Equity Compliance Office or Human Relations, Diversity and Equity, School Operations regarding disability bullying.
- C. Emotional, Psychological, Relational or Social Bullying: The act of blackmailing, defaming, extorting, humiliating, intimidating, isolating, manipulating friendships, ostracizing, rating or ranking personal characteristics, rejecting, terrorizing, or using peer pressure.
- D. Indirect Bullying: The use of intimidation to cause physical or psychological harm on a third party. A person who engages in indirect bullying is sometimes referred to as the "instigator" or "shot caller."
- E. Nonverbal Bullying: The use of gestures, leering, posting threatening graffiti or graphic images, posturing, stalking, staring, or property destruction to demean, distress, or frighten.
- F. Physical Bullying: The intentional act of beating, biting, fighting, hitting, kicking, poking, punching, pushing, shoving, spitting, or tripping to cause or attempt to cause physical discomfort, injury, or pain.
- G. Racial/Ethnic/Religious Bullying: Bias based on ancestry, culture,



ethnicity, language, nationality, race, religion, or skin color. Intergroup conflict may occur within or between socially constructed subgroups, such as between first- and second-generations of the same ethnic group. Bullying that targets ancestry, culture, ethnicity, language, nationality, race, religion, or skin color may be symptomatic of a larger problem of intergroup conflict, requiring systemic interventions. Schools are encouraged to consult with the Office of Human Relations, Diversity and Equity regarding racial, ethnic, sexualized or religious bullying.

- H. Sexualized Bullying: Unwanted or demeaning conduct or comments directed at or about an individual on the basis of actual or perceived gender, sex, sexual behavior, sexual orientation, or other related personal characteristics, with the intention to humiliate ([California Ed Code §201 \(b-c\).](#)). Anti-gay and sexist epithets are forms of sexualized bullying. Sexualized bullying should also be evaluated by the guidelines of the [Sexual Harassment Policy](#) or the [Transgender and Gender Nonconforming Students Reference Guide](#). Schools are encouraged to consult with the Office of Human Relations, Diversity and Equity or Educational Equity Compliance Office regarding sexualized bullying.
- I. Verbal Bullying: Hurtful gossiping, making rude noises, making threats, name-calling, spreading rumors, or teasing to cause emotional or psychological harm.

### III. School Principal or Site Administrator(s) Responsibilities:

Safe campuses require a multi-faceted approach with strategies to prevent, respond to, and recover from incidents of bullying and hazing. The school principal and site administrators shall create an environment where the school community upholds the standards of respect and civility and understands that bullying and hazing are inappropriate, harmful and are unacceptable.

Schools are required to integrate the Bullying and Hazing policy into their Safe Schools Plan and their School-Wide Positive Behavior Support Plans in accordance to the Discipline Foundation Policy (BUL-3638.0). The specific consequences should be consistent, reasonable, fair, age appropriate and match the severity of the incident. While LAUSD takes ALL reported cases of bullying and hazing seriously, we promote progressive discipline not “zero tolerance.” Toward this goal, schools shall:

- A. Identify the administrator(s) responsible to report and respond to complaints of bullying or hazing, including, but not limited to serving as complaint manager(s). The system for reporting suspected bullying or hazing must ensure the reporting can be done easily, safely and privately.



- B. Ensure that all reports of bullying or hazing are investigated, and that appropriate interventions are implemented and monitored in a timely manner.
- C. Communicate with and ensure that all employees, students, parents, and volunteer coaches, activity leaders, or other adults are informed of District policy requiring the promotion of mutual respect and acceptance, as well as District and school policy regarding bullying and hazing.
- D. Provide training to ensure that certificated and classified staff, volunteer coaches, activity directors, and other adults on campus are familiar with and able to identify the indicators of bullying and hazing, and understand their individual responsibilities to respond to, intervene, and report any act or incident of bullying or hazing.
- E. Present in age-appropriate language the District's policy on bullying and hazing as part of any orientation program conducted for students at the beginning of each academic term.
- F. Certify on the "[Administrator Certification Form](#)" that the school has complied with the mandates of the District's "Bullying and Hazing Policy."

IV. Staff Responsibilities:

- A. Share responsibility for modeling appropriate behavior and creating an environment where mutual respect, tolerance, and acceptance among students and staff are promoted, the standards of respect and civility are promoted, and students understand that bullying and hazing are inappropriate, harmful and are taken seriously.
- B. Recognize the indicators of bullying and hazing.
- C. Discuss all aspects of the "Bullying and Hazing Policy" with students including strategies to prevent bullying and hazing.
- D. Encourage students to report bullying and hazing.
- E. Intervene immediately and take corrective action when bullying or hazing is reported, observed or suspected.



F. Report incidents and actions to the appropriate District personnel or outside agencies, if necessary.

G. Report any complaints or incidents of bullying or hazing involving a District employee to the site administrator immediately.

V. Student Responsibilities:

Students shall take responsibility for helping to create a safe school environment:

A. Do not engage in or contribute to bullying or hazing behaviors or words.

B. Treat everyone with respect. Be sensitive as to how others might perceive your actions or words.

C. Report bullying or hazing to a trusted District teacher or administrator.

D. Never engage in retaliatory behavior or ask, encourage, or consent to anyone retaliating on your behalf.

VI. Confidentiality and Nonretaliation:

Reports of bullying or hazing shall be handled confidentially to respect the privacy of all parties to the fullest extent possible. Every effort shall be made to limit the distribution of information to those persons who need to know within the confines of the District's reporting procedures and investigation process.

The District will not tolerate retaliation against anyone who reports suspected bullying or hazing, or participates in the investigation process. Confidentiality and non-retaliation requirements extend to all parties involved.

VII. Responding to Bullying Incidents or Complaints:

It is imperative to thoroughly and promptly investigate incidents of bullying and hazing. Incidents that come to the school's attention may be one small piece of a larger picture. For example, a seemingly unprovoked conflict may in fact be an expression of frustration from having been the target of ongoing bullying or hazing. The following procedures should be followed in addressing incidents:

A. Any written or oral report of suspected bullying or hazing is to be taken



seriously and must be addressed. This includes anonymous reports, oral or written. If the anonymous report contains sufficient information to identify an alleged target(s) and/or accused person(s), then a reasonable effort must be made to investigate and address the allegation(s).

- B. If the bullying or hazing constitutes **suspected child abuse**, follow the [Child Abuse and Neglect Reporting Requirements](#), Bulletin BUL-1347.0. The suspected child abuse must be immediately reported to the appropriate child protective services authority (Los Angeles County Department of Children and Family Services, Los Angeles Police Department, the Los Angeles County Sheriff's Department, or other city police department, depending on the location of the incident). *Los Angeles School Police Department is NOT a child protective services agency and is not authorized to take reports or investigate allegations of child abuse/neglect.*
- C. Intervene immediately and take corrective action to stop bullying behavior.
- D. Communicate to the target(s), suspected perpetrator(s), and all parties involved that the District prohibits bullying and hazing and takes all reported cases seriously. Provide all parties involved with information regarding District policies on confidentiality and nonretaliation [[Ed Code §48900\(o\)](#)]. Assure all parties that the bullying or hazing will be monitored to ensure that the complaints are resolved.
- E. Investigate the incident. Obtain detailed information relevant to any bullying or hazing complaint such as the date, time, location, severity, and witnesses. Determine whether this was an isolated incident or related to previous incidents.
- F. Interview the target(s), suspected perpetrator(s) and witnesses separately and obtain written statements. If any party is unable to provide a written statement, school personnel shall transcribe a dictated statement.
- G. Assure all the involved parties that steps will be taken to ensure that the bullying, hazing, or inappropriate behavior does not continue. Provide the target(s) and witnesses with the names of school personnel who can help should the situation continue, recur, or escalate.
- H. Determine what type of actions or interventions will resolve the situation. Inform the involved parties and their parents/guardians of any corrective actions that have been or will be taken to resolve the complaint.



This should be done in a manner that protects the privacy of all parties.

- I. Monitor and follow-up to ensure that the bullying or hazing has stopped.
- J. For major bullying or hazing incidents, use the District's on-line "Incident Report Form" to document the incident and the actions taken to address the complaint/report, and to monitor and assess the effectiveness of those actions. The on-line reporting system allows multiple codings, e.g., an incident of sexualized bullying may be coded as both "bullying" and "sexual harassment." The incident report should be updated as the situation develops.
- K. When bullying or hazing violates other District policies, it may be necessary to report to other District offices. A listing of District resources for reporting and assistance is included in this document.

**AUTHORITY:** This is a policy of the Superintendent of Schools. The following legal authorities are applied in this policy:

California Constitution, Article I §28(c) - Declaration of Rights; Right to Safe Schools

California Education Code §200 - (Educational Equity) State Policy, Declaration of Purpose

California Education Code §220 - (Prohibition of Discrimination) Extent of Prohibition (applicability to educational institutions)

California Education Code §233 - Policies and guidelines to prevent discrimination and hate violence

California Education Code §32050 - Definition of hazing

California Education Code §32051 - Prohibition against participating in hazing. Establishes violation as a misdemeanor

California Education Code §32228, et seq. - School Safety and Violence Prevention Act

California Education Code §48900 - Grounds for suspension or expulsion



**RELATED RESOURCES:** [Board Resolution](#), “Development of Bullying Policy,” passed November 27, 2001.

[Board Resolution](#), “To Enforce the Respectful Treatment of All Persons,” passed October 10, 1988.

[Acceptable Use Policy \(AUP\) for District Computer Systems](#), BUL-999.4, dated June 1, 2009, issued by the Chief Information Officer.

[Administrator Certification Form](#), Memorandum issued annually by the Office of the General Counsel.

[Bully Prevention Resource Guide](#), issued by the Office of the Chief Operating Officer.

[Child Abuse and Neglect Reporting Requirements](#), BUL-1347.1, dated October 26, 2009, issued by the Office of General Counsel.

[Code of Conduct with Students – Distribution and Dissemination Requirement](#), Memorandum issued annually by the Office of the Superintendent.

Communication With Other Schools, Offices, Districts Regarding Incidents of Violence, Emergencies, BUL-5066.0, dated March 24, 2010, issued by the Office of the Chief Operating Officer

[Discipline Foundation Policy: School-Wide Positive Behavior Support](#), BUL-3638.0, dated March 27, 2007, issued by Educational Services.

[Employee-to-Student Sexual Abuse and Related Discipline Policy](#), BUL-3357.1, dated November 13, 2008, issued by the Office of General Counsel.

[Ethics Policies](#), Bulletin BUL-4748.0, dated May 18, 2009, issued by the Office of the Superintendent.

[Expulsion of Students](#), BUL-4655, dated March 13, 2009, issued by the Office of Curriculum, Instruction and School Support and Student Health and Human Services.

[Guidelines for Student Suspension](#), BUL-3819.0, dated August 21, 2007, issued by Student Health and Human Services.

[Internet Safety for Students](#), BUL-5181.0, dated June 15, 2010, issued by Information Technology Division.



Mandated Reporting of Certain Student Behavior, BUL-3927.1, dated March 3, 2008, issued by Student Health and Human Services  
[Nondiscrimination Required Notices](#), MEM-4695.0, dated May 20, 2009, issued by the Office of General Counsel.

[Opportunity Transfer \(OTs\) Policy](#), BUL-4478.0, dated December 15, 2008, issued by the Chief Academic Officer.

[Ordering and Distribution of Student Brochures – “Title IX and Nondiscrimination” and “Section 504 and Students with Disabilities”](#), MEM-4696.0, dated May 20, 2009, issued by the Office of General Counsel.

[Organizing for Assessing and Managing Threats](#), BUL-1119.1, dated December 7, 2005, issued by the Office of the Chief Operating Officer.

[Organizing for Crisis Intervention](#), Bulletin BUL-962.1, dated December 7, 2005, issued by the Office of the Chief Operating Officer.

[Parent Student Handbook Distribution](#), Memorandum issued annually by the Office of the Chief Operating Officer.

[Responding to and Reporting Hate-Motivated Incidents and Crimes](#), BUL-2047.0, dated October 10, 2005, issued by the Office of General Counsel.

Safe School Plans Update - Volume 1 (CSHS Plan, Prevention Programs), Volume 2 (Emergency Procedures), and Volume 3 (Recovery Procedures), Reference Guide REF-1242.6, issued annually by the Office of Environmental Health and Safety.

California Safe-Schools Assessment, Reporting of School Crime/Incident, BULLETINS Q-52.0, dated June 5, 2000, issued by the Office of the Superintendent

[Section 504 and Students/Other Individuals with Disabilities](#), BUL-4692.0, dated May 15, 2009, issued by the Office of General Counsel.

[Sexual Harassment Policy \(Student-to-Student, Adult-to-Student, and Student-to-Adult\)](#), BUL-3349.0, dated November 29, 2006, issued by the Office of General Counsel.



[Student Dress Codes/Uniforms](#), BUL-2549.1, dated December 15, 2009, issued by the Office of the Chief Operating Officer.

[Title IX Policy/Complaint Procedures](#), BUL-2521.1, dated June 7, 2006, issued by the Office of General Counsel.

[Transgender and Gender Nonconforming Students-Ensuring Equity and Nondiscrimination](#), REF-1557.0, dated February 15, 2005, issued by the Office of General Counsel.

[Uniform Complaint Procedures \(UCP\)](#), Memorandum issued annually by the Office of General Counsel.

[Use of Cellular Telephones and Pagers by Students](#), BUL-2576.0, dated June 19, 2006, issued by the Office of the Chief Operating Officer.

[Visitors To School Campuses and Locked Campuses During Class Hours at All Schools](#), BUL-1325.1, dated December 7, 2009, issued by the Office of the Chief Operating Officer.

[Suicide Prevention Services](#), issued by Student Health and Human Services Division.

**ASSISTANCE:** For further information, to ask questions, to seek assistance, or for related resources, contact any of the following District offices:

Local District Office - Operations Coordinator(s)

Division of Special Education, Behavior Support Office - (213) 241-8051

Educational Equity Compliance Office - (213) 241-7682

Health Education Programs Office - (213) 241-3508

Human Relations, Diversity and Equity, School Operations - (213) 241-5337

Interscholastic Athletics Office - (213) 207-2200

Los Angeles School Police Department - (213) 625-6631

Office of General Counsel - (213) 241-7600

Office of School Operations - (213) 241-5337

School Mental Health - (213) 241-3841

Student Discipline Proceedings Unit - (213) 765-2855

Suicide Prevention Services - (213) 241-1259



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**WEBSITES:** School Safety- <http://schoolsafety.lausd.net/>

U.S. Department of Health & Human Services - Health Resources and Services Administration (HRSA) - "Take a Stand. Lend a Hand. Stop Bullying Now!" - <http://www.stopbullyingnow.hrsa.gov>

Teaching Tolerance is dedicated to reducing prejudice, improving intergroup relations and supporting equitable school experiences for our nation's children. Teaching Tolerance offers free lesson plans and activities. - <http://www.tolerance.org>