



Orange Unified School District  
1401 N. Handy Street  
Orange, California

## Student Guide to

# Understanding, Preventing, and Avoiding Bullying & Harassment

*Orange Unified School District is committed to providing students with an academic environment that is free from bullying and harassment.*

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Revised August 2012

### What to Do If Bullying or Harassment Happens to You

1. **Don't ignore it.** Bullying or harassment does not usually go away. Report bullying or harassment. Don't blame yourself for the comments or actions used against you, even if the harasser does blame you for them.
2. **Seek help.** Tell a teacher, counselor, school employee, assistant principal, or principal. Remember to be specific. Write the incident down the way you remember it happening. If you want to bring a parent or guardian along with you, that's okay.

### ANY REPORT YOU MAKE IS PRIVATE

Unless you talk about it yourself, no one from the school or the District will talk about it publicly. Any witnesses will be directed to keep the information about the situation to themselves.

3. **Don't worry about someone "getting even" with you for telling.** Your teachers and counselors are here to support you and will do their very best to make you feel safe. Staff will implement appropriate strategies to protect students who report and will enforce specific consequences for retaliation. Retaliation is strictly prohibited.
4. **Tell the truth.** Any student who falsely accuses another student or adult of sexual or racial harassment is subject to disciplinary action.

**How and Where Bullying and/or Harassment Complaints Are Heard**  
Bullying and/or harassment complaints are usually resolved at the school, but sometimes will be heard at the District Office. A staff member will be assigned to talk with the individuals involved in the incident. The staff member will determine whether bullying and/or harassment has occurred, prepare a report about the situation, and suggest a solution.  
Finally, if the situation is not resolved, you have the right to discuss your concern with the Assistant Superintendent of Educational Services. To file a complaint, please follow the procedures outlined Board Policy 1312.3 - Uniform Complaint Procedures

Harassment is against Federal and State laws. The Orange Unified School District regulation regarding Bullying is District Board Policy 5132.2 and harassment is District Board Policy 5145.3. The legal references for this policy are found in Education Code Section 48900(r), in Title VII of the Civil Rights Act of 1964, in Title IX of the Education Amendments 1972.

# EVERYONE DESERVES RESPECT

We all know that words can cause hurt feelings and create negative attitudes about school. No one wants to come to a place where he/she is put down. Think about the character traits required in class:

*Courtesy*                      *Respect*  
*Commitment*                *Appreciation*  
*Initiative*                     *Responsibility*  
*Self-Discipline*            *Honesty*  
*Success*                        *Cooperation*

Please understand that “bullying” or “harassment” of any kind goes against ALL of these traits as well as violates school rules. Names that cause pain are not welcome or tolerated in the Orange Unified School District.

## *How Bullying and/or Harassment Affects You:*

- You may feel bad
- You may feel uncomfortable
- You may feel insulted
- You may feel hurt or angry
- You may feel powerless

Bullying and/or harassment are one-sided, unwanted, and illegal.

OUSD Board Policy 5132.2 – Bullying – Excerpt: The Board of Education recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

OUSD Board Policy 5145.3 – Nondiscrimination Harassment – Excerpt: The Board prohibits, at any District school or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student’s actual race, ancestry, national origin, ethnic group identification, mental or physical disability, religion, age, marital or parental status, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

# BULLYING & HARASSMENT

## *What is it?*

Bullying and/or harassment are severe or pervasive unwanted and unwelcome behaviors from a student or adult that causes the victim to: fear harm to his or her person or property; or causes a detrimental effect on his or her physical or mental health; or causes substantial interference with his or her academic performance; or negatively impacts his or her ability to participate in school and/or campus life

## **Harassing Behavior Includes:**

- ❖ **Bullying** is hurtful behavior that intends to cause harm or distress over time and occurs in a relationship where there is an imbalance of power. Bullying includes: Direct bullying such as hitting or teasing or indirect bullying, such as spreading rumors, exclusion, or cyber bullying.
- ❖ **Intimidation** is the process of frightening others. Intimidation includes using verbal threats, put-downs, or physical force.
- ❖ **Vulgar Writings** are letters, notes, posters, symbols, or other writings offensive to students of a specific race, religion, gender, or disability.
- ❖ **Inappropriate Actions** are verbal comments, gestures, or touches of a sexual nature that are deliberate and that a reasonable person would judge as unwelcome. Inappropriate actions include pulling clothes down or cornering someone in a sexual way. Also, inappropriate actions are negative comments or behaviors based on race, gender, or disability.

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## **You Can Prevent Bullying & Harassment**

Bullying and/or harassment may happen when someone gets upset or angry. These kinds of moods are expressed through inappropriate actions and/or words. In addition, bullying and/or harassment may happen when people intentionally act to hurt or intimidate other people. This is not an appropriate way to get someone else’s attention. Harassment may happen when someone thinks they are just joking but are actually using behavior that offends, frightens, or impairs another person. Follow these steps to prevent bullying and/or harassment:

1. Think before you speak or act. Consider the feelings and reactions of the people around you.
2. Treat people the way you would treat your family and friends and the way you would want your younger brothers and sisters to be treated.
3. Treat people the way you **HONESTLY** would like to be treated, unless acting that way will offend, frighten, or impair them.