

Imagine... A School Without Bullying: A School Climate Approach to Bullying

School Climate Committee Planning Tool for _____

Note: Please remember, steps may not have taken place in this listed order. As well, please list those things that are already happening in your school community that contribute to a positive environment eg. "Continuing on with Gotchas" or "Continuing on with Peer Mediator Program" etc., as well as those things that you may have revised eg. discipline sheets

Step	Things to Consider	How we'll do this/How we've done this	Who will do/did this?	When?
Step 1: Engage Commitment of School Staff	<p>Whole staff awareness, education re: bullying</p> <p>Staff understanding regarding their potential roles and responsibilities in this initiative</p> <p>Confirmation of staff re: commitment to make changes</p> <p>Recruitment of Staff to work on establishing the School Climate Committee</p> <p>Orientation of occasional staff, new staff, bus drivers, volunteers, support staff, etc.</p>			

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Step 2: Establish a School Climate Committee	<p>Recruitment for the School Climate Committee from beyond staff</p> <p>Forming the structure of the committee</p> <p>Defining roles of committee members</p> <p>Creating a meeting structure</p> <p>Creating a broad plan of action</p>			
Step 3: Involve Parents	<p>Parent education re: the issue of bullying</p> <p>Promotion of parental involvement in initiative</p> <p>Promoting inclusiveness with parents whose first language is not English or who may be otherwise marginalized</p>			
Step 4: Involve	Enabling students to			

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Students	<p>take action on matters that are important to them e.g. giving input to school policy, sitting on school committees, forming a student action group etc.</p> <p>Enabling students to participate in promoting school initiatives</p> <p>Recognizing student contributions</p> <p>Engaging students in bullying prevention curriculum</p>			
Step 5: Create and/or amend a School Statement for a Respectful School Environment	<p>Getting input and/or endorsements from all sectors</p> <p>Statement is simple enough that it can be easily remembered and restated by students, staff and parents</p>			
Step 6: Build a Supervision Plan	<p>Defining what your school will monitor for</p>			

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	<p>Creating spaces on documentation forms to note bullying behaviour or bullying situations</p> <p>Defining how your school will track bullying situations</p> <p>Define roles of all involved in supervision eg. teachers, administrators, support staff, volunteers, peer mediators...</p> <p>Identification of high risk areas and ways to manage the risks</p>			
<p>Step 7: Construct a School Climate Enhancement</p>	<p>Teaching and reinforcement of positive social skills</p>			

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Plan	<p>including how to deal with bullying and how to prevent bullying</p> <p>Activities to support supervision efforts eg. playground games</p> <p>Classroom meetings</p> <p>Ways to acknowledge positive social behaviours</p> <p>Ways to create a welcoming, inclusive, caring school community that promotes a sense of pride and ownership</p>			
Step 8: Develop a Response Plan	Policies and procedures specific to responding to bullying			

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	<p>Support for student who was bullied</p> <p>Support for student who bullied to make amends and learn pro-social behaviour</p> <p>Support for witnesses of bullying to reflect and learn</p> <p>Documentation forms for responses to bullying situations</p>			
<p>Step 9: Promote and Implement the School Plan</p>	<p>Ways to inform staff of school plan</p> <p>Launching the school plan e.g. school</p>			

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	<p>assembly, school community event, etc.</p> <p>Promoting the school statement/school expectations</p> <p>Promoting the school plan to different sectors of the school community</p> <p>Maintaining staff and student motivation</p> <p>Keeping all sectors of the school community reminded and up to date with any changes</p>			
<p>Step 10: Monitor and Reassess the School Plan</p>	<p>Creation of regular opportunities for staff to reflect on the process and the plan e.g. short, weekly meetings, regular</p>			

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	<p>agenda item at staff meetings, etc.</p> <p>Opportunities for review/reassessment of the plan by the different sectors in the school community eg. student surveys re: bullying experiences, staff surveys, parent surveys, etc.</p>			