

## Anti-Harassment, Intimidation and Bullying (HIB) Policy Guidance for Student Action Planning

**After a HIB incident** has been reported and investigated by the principal or designee, develop a Student Action Plan to safeguard all students from further incidents of harassment, intimidation, and bullying including teen dating violence, cyberbullying on the school bus and human trafficking. Separate action plans should be prepared for each student involved. This includes:

- Each student directly harmed.
- Each student involved in causing harm.
- Each bystander. (Note: bystanders may have participated in causing harm through encouragement or support of harmful actions or may have experienced harm as witnesses.)

**Student Action Planning** is a process between the student, their parent or guardian, school staff and peers to effectively respond to the following student needs.

### **Action planning with a student who was harmed:**

1. Listen to the student's concerns, identify needs the student has; determine [risk factors that can be lessened or protective factors that can be strengthened](#) for this student.
2. Identify when and where they feel most at risk and what will increase their safety in those situations.
3. Help them make a plan to address these situations.
4. Document who will participate in implementation of the action plan, including check in points. Peers can promote [prosocial behavior](#) but adults are responsible to enforce student safety.
5. Monitor the plan regularly for progress and make changes as needed.

### **Action planning with a student who caused harm:**

1. Listen to the student's perspective.
2. Identify needs the student has; determine [risk factors that can be lessened or protective factors that can be strengthened](#) for this student.
3. Develop a plan of action to reduce risk factors and provide discipline as appropriate. Discipline should not be the only action step; consider what else can be done to prevent future harm to others.
4. Document who will participate in implementation of the action plan, including check in points. Peers can promote [prosocial behavior](#) but adults are responsible to enforce student safety.
5. Monitor the plan regularly for progress and make changes as needed.

**Students, staff and parents can call or text to report bullying behavior to the SaferOH Tipline at 844-SaferOH (844-723-3764) 24 hours a day.**