

STEM Prep Anti-Harassment, Anti-Discrimination, & Anti-Bullying Policy

STEM Prep believes that all students have a right to a safe and healthy school environment. We have an obligation to promote mutual respect, tolerance, and acceptance.

STEM Prep will not tolerate behavior that infringes on the safety of any student. A student shall not intimidate, harass, discriminate against, or bully another student through words or actions, including cyberspaces. Such behavior includes: direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; and written assaults on social media sites.

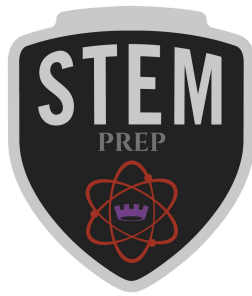
STEM Prep encourages all students to immediately report incidents of bullying or harassment to the principal, assistant principal, or dean. Reports can be made in person or by emailing: info@stem-prep.org. When reporting a complaint, include the following information: Names (if known) of parties involved; description of the incident; date/time (estimation) of the incident. Each complaint will be promptly investigated.

STEM Prep has adopted the following code of conduct to ensure all students are free from any forms of harassment, intimidation, discrimination, or bullying.

The Student Code of Conduct includes, but is not limited to:

- Any student who engages in bullying, harassment, intimidation, or discrimination may be subject to disciplinary action up to and including expulsion.
- Students are expected to immediately report incidents of bullying, harassment, intimidation, or discrimination to the principal, assistant principal, or dean.
- Students can rely on staff to promptly investigate each complaint of bullying, harassment, intimidation, or discrimination in a thorough and confidential manner.
- If the complainant student or the parent of the student feels that appropriate resolution of the investigation or complaint has not been reached, the student or the parent of the student should contact the principal or the Chief Executive Officer.

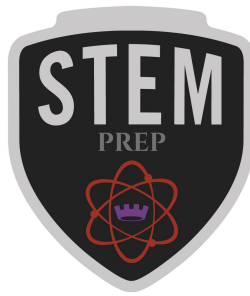
The procedures for proactively preventing bullying, harassment, intimidation, or discrimination behavior include, but are not limited to the following:



- Students and their parents will receive a summary of this policy prohibiting bullying, harassment, intimidation, or discrimination at the beginning of the school year, as part of the student handbook and/or information packet. A copy of this policy will also be posted on the STEM Prep website.
- The school will make reasonable efforts to keep a report of bullying, harassment, intimidation, or discrimination and the results of investigation confidential.
- Staff who witness acts of bullying, harassment, intimidation, or discrimination shall take immediate steps to intervene when safe to do so. People witnessing or experiencing these acts are strongly encouraged to report the incident; such reporting will not reflect on the target or witnesses in any way.

As investigations are carried out, if it is determined that a student has engaged in bullying, harassment, intimidation, or discrimination STEM Prep will engage in Restorative Justice to ensure that all students take responsibility for their actions. Those procedures are outlined below:

- **Owning the Behavior:** Students participating in any forms of bullying, harassment, intimidation, or discrimination will be counseled in the acceptance of their participation in such inappropriate acts. Through acknowledgement of the behavior, the participating parties will begin to understand their role and impact in harming others.
- **Understanding the Impact:** Students participating in any forms of bullying, harassment, intimidation, or discrimination will complete research and investigation on the impact of their actions. This can include historical impact, as well as impact on the school's culture or student(s) inflicted.
- **Repairing the Harm:** Students participating in bullying, harassment, intimidation, or discrimination will be required to repair the harm they have caused through a form of punitive consequences as well as reparative consequences.
 - Punitive consequences may include the following:
 - Parent meeting
 - Campus beautification
 - Loss of privileges (school activities, phone use, field trips, etc.)
 - Detention
 - Structured day (full day)



- Structured day (partial day)
- Reassignment
- In school suspension
- Out of school suspension
- Reparative consequences will include an acknowledgment of the student's role in the situation, the impact of the situation, and a way to make amends. Reparative consequences can include the following forms:
 - Written letter
 - Written report
 - Oral presentation
 - Conflict resolution meeting
 - Restorative circle
 - Oral apology
 - Volunteer hours

This policy applies to students on school grounds, while traveling to and from school or a school-sponsored activity, during the lunch period, whether on or off campus, during a school-sponsored activity, and through forms of social media or technology.

For any questions related to the STEM Prep Anti-Harassment, Anti-Discrimination, and Anti-Bullying Policy, please contact the school's principal, assistant principal, or dean at (323) 795-0695.

For additional information and resources, please visit the California Department of Education's Bullying Prevention Training & Resources Page at:

<https://www.cde.ca.gov/ls/ss/se/bullyres.asp>