

# Goodyear Early Childhood Center

## Safe School Climate Committee

The purpose of the Goodyear Early Childhood Center Safe School Climate Committee is to discuss both positive and negative behavior patterns within the school through a review of our discipline reports (including but not limited to bullying) and school climate surveys. The committee can review bullying investigations, coordinate the implementation of Safe School Climate activities, and educate the school community on issues related to behavior and bullying. The Goodyear Early Childhood Center Safe School Climate Committee meets regularly as well as when necessary to discuss any school climate concerns.

We believe in a safe school climate which exemplifies responsibility, excellence and dedication to all members of our community. We believe in fostering a safe school climate which is respectful of and kind to every member of our community. We believe in providing opportunities to enhance students' understanding of our community's socially culturally and developmentally rich diversity. We believe every student and adult must take pride in our community to improve the overall climate and culture of the Goodyear Early Childhood Center.

**The members of our Goodyear Safe School Climate consist of the following members from our community:**

*Sally Sherman, Director*

*Dawn Weber, Administrative Assistant*

*Jennie Kapszukiewicz, Special Educator*

*Chris Stravato, Teacher*

*Dwayne Coles, Custodian*

*Mackenzie Racine, Teacher*

*Elizabeth DeConno, Social Worker*

The following pages describe how the Goodyear Early Childhood Center implements activities and programs to support a safe school climate for all of our community members. The pages also contain information on how to report a concern of mean-spirited/bullying behavior and the process at Goodyear to address this behavior.

If you have any questions or concerns, please contact:

Peter Gerardi, School Resource Office and the District School Climate Coordinator (860 779-6615)  
Or Sally Sherman, Director and GECC School Climate Specialist (860 779-6771)

## **GECC Promoting a Safe School Climate**

Listed below are some of the many ways GECC promotes a safe school climate. As stated in our mission, we are committed to building a strong foundation for learning, recognizing that social-emotional learning is at the core of all learning. We do this in partnership with families and our community.

- School wide expectations: Be Safe-Be Kind, with rules related to classroom and building behaviors.
- Explicit teaching and assessing of social-emotional skills as part of our curriculum, Social-Emotional Development domain of the CT Office of Early Childhood Early Learning and Development Standards, assessed using the Documentation & Observation for Teaching System (CT DOTS).
- Meet all ten of the National Association for the Education of Young Children (NAEYC) accreditation standards (standards specific to social-emotional: Relationships, Curriculum, Families, and Community Relationships).
- Selected as a Pyramid Model Implementation Site. The Pyramid Model is a nationally recognized evidenced based framework which provides guidance to staff and families using a multitiered level of support system, specific to social-emotional learning birth to age 5.
- Weekly implementation of research based Second Step curriculum.
- Member of the regional Northeast Early Childhood Council, which includes participation on the Early Childhood Mental Health Task Force.
- Reciprocal communication with families via text apps, email, phone calls, home visits, school visits.
- Communication to families and the community via school website, classroom pages, and Friday folders.
- Access to targeted and individual supports for children and families in need.
- Access to school social worker, Family Resource Center Site Coordinator, and Parent Educator.
- Celebrate individual, classroom, and school wide successes.
- Share and make transparent discipline data to staff on a monthly basis.
- Conduct and share results of staff climate surveys monthly.
- Offer parenting support, individual and/or group

## **Reporting Suspected Bullying**

Any person can report an incident they believe to be bullying\* to any school employee, which includes, but is not limited to a building administrator, teacher, staff, social worker, nurse, or any other person who has regular contact with students at Goodyear. Furthermore, that school employee may report the incident by contacting school administration or completing an incident form with the director's administrative assistant in the main office. If the behavior is suspected to be bullying, the individual must notify administration within 24 hours and complete a bullying report form located on the Killingly Public Schools website under the tab labeled, "Parent and Community Forms" within 48 hours of the incident. This form must be turned into the director.

\*Bullying can only be verified through an investigation and by the School Climate Specialist.

## **Investigating Reports and/or Inappropriate Behavior**

The director (School Climate Specialist) will review the bullying form and investigate along with the support of the Building Leadership Team/Safe School Climate Committee to determine if the behavior is identified as bullying. Bullying can only be confirmed after an investigation by the School Climate Specialist using the appropriate reporting forms and bullying checklist. Law enforcement may be contacted in some cases of bullying.

An investigation will include many strategies, all of which will begin based on the information provided by the initial bullying report. A bullying report form must be submitted in order to begin the process of investigating any potential acts of bullying. It could include interviewing the alleged target, the alleged perpetrator(s), and any other students, teachers, or staff who may have been witness to the incident(s) of bullying. During the investigation, any person with knowledge of the situation will be interviewed and asked to give a statement explaining what they saw and heard and any other pertinent information related to the incident. Any person interviewed during an investigation will not be discriminated against and their confidentiality will be protected to the best of our ability. Any retaliation towards a person who has shared information will not be tolerated, and that behavior will be addressed by the building administration. During the investigation, the cameras in the hallways and around the perimeter of the school may be reviewed to see if there is any visual evidence that supports or disproves the report.

Any anonymous reports of bullying will be investigated. No disciplinary action will be taken solely based on the anonymous report.

During the investigation, the parents of the alleged perpetrator and target will be notified by phone by members of the investigating team and told what was reported and what the next steps are. They will be kept apprised of any developments related to the reported incident.

## **Notifying the Parents/Guardians of the Students Involved**

At the conclusion of the investigation, the alleged bully and target will meet separately with members of the investigating team and be told the results of the investigation. If there are disciplinary consequences related to the incident, then they will be given at that time. The students will also be told how to act going forward to avoid any future problems.

After meeting with all students involved, members of the investigating team will contact the parents/guardians of the bully and target within 48 hours of concluding the investigation and explain the results of the investigation. If any disciplinary consequences have been given, they will share them at that time. The parents/guardians will be given an opportunity to come in and meet with members of the team to go over all aspects of the situation. If the situation is identified as bullying, a Safety Plan will be put in place between all

students involved to ensure parents and students are aware of expectations moving forward which may include future disciplinary action if the Safety Plan is violated. The Safety Plan will be for the entire school year and then revisited at the beginning of the next school year to determine if another Safety Plan for that year needs to be implemented. All students' teachers and relevant staff will be informed of the Safety Plan.

## **Recording & Filing Bullying Report Incidents**

It is important to file and record all incidents of reported bullying whether or not the report becomes a confirmed act of bullying. Having an organized system will allow the school to prevent acts of bullying from continuing and reflect on previous cases.

An official case will be started with any official reporting of an alleged act of bullying. All evidence collected and determinations made will be filed in the folder created for that case. A separate, organized filing cabinet located in the School Climate Specialist Office will be designated solely for bullying incidents. Files will be labeled with student's names and the date of the incident. All files will be kept until all students involved in the situation have left the school. Once they have left the school, the file will be destroyed.

At the conclusion of the investigation, the **GECC Bullying Investigation Form and Checklist** will be completed. This form will include conclusions about the incident that has been reported, including whether or not the situation was determined to be bullying, disciplinary or other actions taken. The notes from the investigation will be attached to the GECC Bullying Investigation Form and Checklist. The form will be for office use, and it will only be used to refer back to in should future incidents occur.

Local law enforcement will be notified by the School Climate Specialist or designee of any acts of bullying that constitute criminal conduct.

A notebook will be kept in the main office which contains the records of the number of bullying incidents, the date/s and the administrator (school climate specialist) who investigated and/or identified an incident of bullying.

## **Incidents Which Are Not Identified As Bullying**

The incident reporting forms, bullying reporting forms, investigative forms and/or bullying checklist as well as any other forms related to the incident will be kept on file in a file cabinet in the School Specialist's office. Files will be labeled with students' names and the date of the incident. All files will be kept until all students involved in the situation have left the school. Once they have left the school, the file will be destroyed.