DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON GRAFENWOEHR
UNIT 28130
APO AE 09114-8130

IMGF-ZA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Bavaria Military Community Policy Letter #34; Anti-Bullying

1. **Effective Date.** This policy letter remains in effect until superseded or rescinded.

2. **Commander's Philosophy.** The Bavaria Military Community (BMC) and the Department of Defense Dependents School (DoDDS) Europe Bavaria District are committed to making our community and schools safe, caring, and welcoming places for all our children and youth. We will treat each other with respect, and we will refuse to tolerate bullying in any form in our community or our schools.

3. **Bullying Definition.** *Bullying* is a one-sided activity intended to harm, where those doing the bullying get pleasure from a targeted child's pain and/or misery. Bullying can be verbal, physical, or via cyber medias. Bullying can be directed towards race, ethnicity, religion, gender, sexual orientation, physical, or mental ability. Examples of bullying include but are not limited to:

a. Taunting.

b. Using put-downs, such as insulting or making fun of someone's race, religion, physical ability or disability, mental ability or disability, gender and/or perceived or actual sexual orientation.

c. Threatening or ganging up on someone.

d. Stealing or damaging another person's things; stealing or damaging can also be considered a criminal offense.

e. Spreading rumors about someone.

f. Physically hurting a targeted child, including, but not limited to hitting, kicking, tripping, pushing, and shoving.

g. Unwanted touching, patting, grabbing, hugging, kissing, cornering, blocking passage, and/or bumping.

h. Shunning or purposefully excluding a targeted student, or trying to get other students not to play with targeted child.

i. Using a cell phone, gaming device, the Internet, or other social media to threaten, stalk, ridicule, humiliate, taunt, spread rumors, lock out of a game, or hack into a targeted child's account.

j. Hazing, or any intentional, knowing, or reckless act by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, or holding office in an organization.

4. **Bullying Prevention.**

a. Child, Youth & School Services (CYSS) and DoDDS staff will:

(1) Closely supervise children and youth in all areas of the facility/school and playground.

(2) Watch for signs of bullying behavior and stop it when it happens.

(3) Teach the Steps to Respect program and/or other supplemental Social Skills lessons to increase awareness and empowerment in all children and youth.

(4) Provide training opportunities for students and Families regarding awareness and prevention of bullying.

(5) Take seriously Families' concerns about bullying and create a procedure for reporting.

(6) Look into all reported bullying incidents and respond quickly and appropriately.

(7) Assign consequences for bullying based on the school discipline code.

(8) Maintain open communication between CYSS staff and school staff for optimal support of all children involved in a bullying incident.

(9) Provide immediate consequences for retaliation against students who report bullying.

b. Students, Children and Youth will:

(1) Treat each other respectfully.

(2) Refuse to bully others.

(3) Refuse to let others be bullied.

(4) Refuse to watch, laugh, or join in when someone is being bullied.

(5) Report bullying to an adult.

(6) Strive to include everyone in play and social interaction, especially those who are often left out.

5. **Discipline Procedures.**

a. Consequences for bullying will always include a procedure for holding accountable perpetrator(s) and any bystanders who played an active supporting role in the bullying. Other procedures can range from positive behavioral interventions to expulsion from the DoDDS School, or removal from the CYSS program. These consequences are dependent on the nature and severity of the behavior, the age of the student, and the student's past behavior. The purpose of these procedures is to hold student(s) accountable for the bullying; preventing another occurrence; and, protecting the targeted child and/or youth. Consequences for bullying may include, but are not limited to the following:

(1) Notify parents/guardian of the incident and consequences.

(2) Assisting the perpetrator(s) to find more appropriate ways to relate to peers.

(3) Meet with teacher, principal, student, and/or parent.

(4) Referral to School Counselor, School Based Behavioral Health Counselor, Military Family Life Consultant, and/or Garrison Chaplain.

(5) Corrective instruction.

(6) Behavior management plan.

(7) Temporary removal from the classroom.

(8) Loss of school privileges as determined by the Principal or CYSS program privileges as determined by Program Director and CYSS Coordinator.

(9) Classroom or administration detention.

(10) In-school suspension.

(11) Out-of-school suspension.

(12) Community Service, as determined by the Civilian Misconduct Action Authority (CMAA).

(13) Loss of logistical support as determined by the CMAA.

(14) Expulsion or removal from all CYSS programs.

(15) Legal action.

b. If the school or CYSS can handle the behavior problem internally, it is within their right to do so. Should the behavior escalate, or present a danger to the order, discipline, and safety of the Garrison, the individual should be referred to the CMAA. Any behavior that constitutes a criminal act or breaks the law must be reported to the Military Police.

c. Bullying that happens off of school grounds, including all forms of cyber bullying, can impact the feeling of safety the targeted child has upon returning to school with the perpetrator(s) and can create an intimidating, hostile or offensive environment for all students. The school and the CMAA will address these actions when necessary for the well-being and safety of the community and all students involved. All suspension and expulsion documents, if forwarded to the CMAA, may be used as aggravating factors when considering administrative action in juvenile civilian misconduct under Army Europe Regulation 27-9.

6. **Support for a Target of Bullying.** The effects of bullying on the targeted youth cannot be over emphasized. Isolation, lack of friends and/or support, and a feeling of helplessness that targets of bullying experience can be devastating. The Garrison and school will ensure that targeted youth receive all support necessary. Actions may include, but are not limited to:

a. Notify parents/guardians immediately of the incident. Give them the method to use to report any further targeting of their child.

b. Take effective measures to keep the targeted youth safe at school and at CYSS, give him/her tools to stand up to the perpetrator(s), and support to keep the targeted youth from succumbing to the bullying.

c. Identify a person or persons to whom the targeted youth can safely report any further bullying incidents.

d. Parents will be notified in the event that the targeted youth appears to be in immediate danger of hurting himself/herself. If parents are not available, the Military Police will be contacted and asked for an immediate and emergency referral to Social Work Services.

e. Provide referrals to counseling services, such as Social Work Services, Garrison Chaplain and Military Family Life Consultants.

f. Maintain open communication between CYSS staff and school staff for optimal support of the targeted youth. For mistakes, mischief, and mayhem that unintentionally or intentionally create serious problems of great consequence, the "Three Rs" Restitution, Resolution, and Reconciliation, are incorporated into the four steps of discipline.

7. **Points of Contact.** The points of contact for this memorandum are the BMC School Liaison Officers at DSN 475-1770 (Grafenwoehr), DSN 466-2082 (Hohenfels), DSN 440-2393 (Garmisch).

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Commanding

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