



An Administrator's Guide To Handling Anti-Gay Bullying

To protect and support a targeted young person, you should:

- ***assure the targeted student that:***
 - you take what happened seriously.
 - you believe he or she deserves a safe learning environment.
 - he or she is *not* required to talk face-to-face with the offenders
- ***offer the targeted student:***
 - first aid, if necessary; a private room in which to recover; and a telephone
 - the chance to tell his or her side of the story.
 - help to problem-solve ways he or she might protect him or herself if it happens again.
 - the option of removing him or herself from danger (e.g., to drop the class where the harassment is happening, to change for PE somewhere else, etc)
- ***remove the offenders*** from the situation (transferring them to a different PE class, banning them from the bus, etc.).
- ***arrange for staff to be present*** wherever the bullying has been occurring
- ***encourage the targeted student to report retribution***, if the offender(s) are disciplined, but also ***arrange for your staff to be vigilant*** so that if there is retribution the targeted young person won't have to be the only one reporting it.
- ***interview all the witnesses***, as well as the protagonists, so that if the offenders are disciplined it will not be *only* the targeted student who turned them in.
- ***involve the police*** if you believe a crime may have been committed (including malicious harassment),
- ***keep a record*** of the events.

To discipline and educate the offenders, you can:

- ***explain to them why*** their behavior is so wrong, beyond its simply violating a rule.
- ***reprimand them*** in a serious no-nonsense tone.
- ***warn them*** that if the behavior continues they'll be disciplined.
- ***discipline them*** in a way that is consistent with what is done for other forms of bullying or harassment.
- ***call their parent(s) or guardian(s)***, if the offenders are students.
- ***counsel them***, if the offenders are employees.

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To prevent future incidents, you should:

- ***announce a firm anti-bullying policy*** (one which explicitly prohibits orientation-based harassment along with other forms of harassment) in faculty meetings and student assemblies every year.
- ***educate your student body*** so that even if they don't like homosexuality they will not turn a deaf ear on bullying and harassment.

For the sake of consistent, aggressive policy enforcement:

- ***inform your supervisor*** (superintendent, school board president, or whomever you report to) of serious infractions of your school district's anti-bullying policy, especially if you take disciplinary actions and you have the slightest concern that your judgment will be challenged. Your supervisor can support you only with full understanding of your investigation and conclusions.