

# SAFE SCHOOL POLICY



Valley Academy has a Safe School Policy. "We strive to provide an educational environment that is free of bullying, harassment and intimidation."

Valley Academy encourages anyone who witnesses or has knowledge of an incident of bullying immediately report such incident to administration.

- The first thing to do if you are a student and have witnessed or know of an incident of bullying, harassment, and or intimidation on our campus is tell an adult. That adult will report to administration.
- Parents who have knowledge of an incident of bullying should report it to administration.
  - These reports will be kept as confidential as possible. The only individuals who have a legitimate reason to be involved in the investigation will have access to these reports.
- All school faculty and staff are required to report in writing any allegations of bullying.
- Any student who believes he or she is a victim of bullying and anyone who has witnessed or has knowledge of bullying are encouraged to report it to administration. Any students or parent making a report will be provided a form on which to provide details of the incident.
- Administrators will document all complaints regarding bullying, as with all infractions of the Code of Student Conduct to assure problems are addressed in a timely manner.
- Administration will investigate any and all reports of bullying.
- Valley Academy will take appropriate steps to protect the health and safety of the victim.
- Anyone who commits acts of bullying on our campus will be subject to consequences and appropriate interventions.

The safety of our students is one of Valley Academy's foremost goals. Along with the help of our students, parents, staff, and community Valley Academy will provide a safe school environment. If you have any questions or concerns, please feel free to contact Mrs. Browne, our school's assistant principal at 623-516-7747, ext. 115.