

### ***About Dr. Spurling.....***

Dr. Spurling author of *It Is Time...To Be Bully Free! An Anti-Bullying Guidebook for School Leaders* (Dec. 2006) has been inspirational in providing schools direction in developing, establishing and implementing anti-bullying programs. His newest book is based on his dissertation, *"The Bully-Free School Zone Character Education Program: A Study of Impact at Five Western North Carolina Middle Schools"* (Jan. 2005). Spurling's book can be accessed on his website at [www.bullyfreezone.info](http://www.bullyfreezone.info). His studies have allowed him the opportunity to present his findings to over 30,000 educators detailing his program to concerned educators and school leaders in Virginia, Tennessee, Florida, South Dakota and North Carolina. Spurling has also keynoted at several state conferences over the last six years and continues to share his findings through in-service training.

In his 26th year with the Mitchell County Schools he has served as a teacher, coach, assistant principal, principal, Career Technical Education Director and now is currently the associate superintendent of schools. He also serves as an adjunct professor at East Tennessee State University in the educational leadership department and principal preparation program.

Dr. Spurling resides in Spruce Pine, NC with his wife Felicia a media specialist with the Mitchell County Schools and their two children Madison and Max.

For Presentation Information or to order:  
*It Is Time To Be Bully Free...*  
An Anti-Bullying Guidebook for School Leaders  
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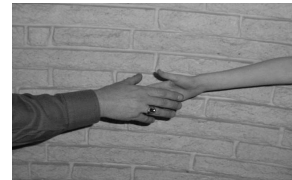
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*"It Is Time To Be Bully Free!  
An Anti-Bullying Guidebook  
for School Leaders"* (Jan. 05')

### ***Dr. Spurling's Belief System***

"My belief as a school leader is student safety must be the top priority. Throughout my career as an educator I have seen firsthand the trauma and chaos created by unattended bullying in the school. I feel it has been a long time coming for educators to begin to understand the tremendous strain that bullies have on the school culture. This mistreatment of others drains the energy of the school and impacts the heart, mind and the body of all involved. Bullying is also a direct link with aggressive and violent behavior that is occurring more frequently in our schools. As leaders of our schools we must be hands-on in dealing with bullying behavior that exists within the school community. Our influence is crucial in setting the tone for the day through our actions, example and understanding of bullying and what it does to a school's moral.

The program's effectiveness is shown through improved interaction between student-student, student-teacher, teacher-teacher, parent-teacher and most importantly school to community. Creating a bully free environment is an awesome responsibility for teachers, school leaders, and parents who all play key roles in providing a positive model for this program. We must do all that we can in *"Building A Community From Within"* by being **Active, Alert, and Involved** in the lives of each student on a daily and consistent basis. Having a school wide belief that every child should have the opportunity to come to school daily excited, enthused, and ready to learn and enjoy their day. Where we all feel respected and work together in effectively dealing with bullying, accept and appreciate differences, and care and look out for one another."



***Top 10 List.....***  
***What Do You Know About Bullying?***  
**True or False**

1. Bullying is all about physical fighting. T F
2. It is OK to bully people that deserve it. T F
3. Victims of bullying eventually get over it. T F
4. The most effective way to deal with a bully is fight back or try to get even. T F
5. Girls are not bullies. T F
6. Young people who tell an adult about someone being bullied is a tattletale. T F
7. All bullies are really insecure people and that is the reason they like to bully others. T F
8. Bullying is just kids being kids (part of growing up). T F
9. If you ignore a bully they will leave you alone. T F
10. Bystanders cannot help someone being bullied. T F



## ***Tips for Being a Good Friend!***

- 1.** Follow the Golden Rule.... “Treat others as you want to be treated.” *Sounds simple, but is it? It can be done by being honest, kind, sincere and concerned for others. Treating everyone you come in contact with dignity and respect is the key to a long term friendship.*
- 2.** Be involved in your school and focused on the right thing’s which starts with.... Academics! *Join clubs that you are interested in.... athletics, student organizations, band, drama, community, church, etc. Surround yourself with people that are interested in the same things you are.*
- 3.** Show an interest in those around you. *Pay attention and be a good listener. Don’t let conversations be all about you. Look at people in the eye and focus on what is being said.*
- 4.** Control your tongue! *“Friendships are built over many years but can be ruined by one word.” You are the only person that can control what you say to others. Saying cruel and hurtful things is hard for many people to forget and forgive.*
- 5.** Be yourself. *Don’t try and be someone you are not. Don’t be a show-out. You should not have to act different than you are to impress a true friend.*
- 6.** Choose your friends wisely. *An old western saying is so true.... “You Hang With Who You Ride With.” Am I a better person hanging out with this person or does my behavior change for the worse?*
- 7.** Be a team player. *Do your share of the work load. Lasting friendships require effort on both sides. Put in the time and effort.*
- 8.** Be accepting of others. *Acknowledge and appreciate differences in others. Not all of you friends have to act, look, and think like you do. Our differences make the world an interesting and fun place.*



## ***BULLY-FREE SCHOOL ZONE***

### ***STUDENT PLEDGE***

We the STUDENTS of *BOWMAN MIDDLE SCHOOL* say.....

**“AT THIS SCHOOL....WE BELIEVE...**

***WE SHOULD BE...BULLY FREE!”***

**Bullying defined is when one individual (or group) seeks to dominate, control, and terrorize the life of another. We know bullying can be pushing, shoving, hitting, and spitting, as well as name calling, picking on, making fun of, laughing at, and excluding someone. Bullying causes pain and stress to victims and is never justified or excusable as “kids being kids,” “just teasing,” or any other rationalization. The victim is never responsible for being a target of bullying. Bullying behavior is not welcome at our school.**

**Everyone at *Bowman Middle School* will work to provide a school environment that is safe, calm, orderly, procedural, and one in which people care for one another.**

**BY SIGNING THIS PLEDGE, WE THE STUDENTS OF B.M.S. AGREE TO:**

- 1. Value student differences and treat others with respect.**
- 2. Not become involved in bullying incidents or be a bully.**
- 3. Be aware of the school’s policies and support system with regard to bullying.**
- 4. Report honestly and immediately all incidents of bullying to a faculty member, guidance counselor, or principal.**
- 5. Be alert in places around the school where there is less supervision such as bathrooms, between buildings, buses, etc.**
- 6. Support students who have been or are subjected to bullying.**
- 7. Participate fully and contribute to homeroom class discussions in dealing with bullying.**
- 8. Provide a good role model for younger students and support them if bullying occurs (Gouge Elementary students on buses).**

**I acknowledge that whether I am being a bully or see someone being bullied, if I don’t report or stop the bullying, I am just as guilty.**

**Signed by: \_\_\_\_\_ Print Name: \_\_\_\_\_**



## ***BULLY-FREE SCHOOL ZONE PARENT PLEDGE***

We the PARENTS of *BOWMAN MIDDLE SCHOOL* say.....

**“AT THIS SCHOOL....WE BELIEVE...**

***WE SHOULD BE...BULLY FREE!”***

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**Everyone at *BOWMAN MIDDLE SCHOOL* will work to provide a school environment that is safe, calm, orderly, procedural, and one in which people care for one another.**

**BY SIGNING THIS PLEDGE, WE THE PARENTS OF B.M.S. AGREE TO:**

- 1. Keep themselves and their children informed and aware of school bullying policies.**
- 2. Work in partnership with the school to encourage positive behavior, valuing differences and promoting sensitivity to others.**
- 3. Discuss regularly with their children their feelings about school work, friendships and relationships.**
- 4. Inform faculty of changes in their children’s behavior or circumstances at home that may change a child’s behavior at school.**
- 5. Alert faculty/administration if any bullying has occurred.**
- 6. Provide a good role model for your children and be involved in their school lives**

**Signed by: \_\_\_\_\_ Print Name: \_\_\_\_\_**

**Date: \_\_\_\_\_**

***“When schools work together with families to support learning, children tend to succeed not just in school but throughout life.”***



## ***BULLY-FREE SCHOOL ZONE TEACHER PLEDGE***

**We the TEACHERS of *BOWMAN MIDDLE SCHOOL* say.....**

**“AT THIS SCHOOL....WE BELIEVE...**

***WE SHOULD BE...BULLY FREE!”***

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**Everyone at *BOWMAN MIDDLE SCHOOL* will work to provide a school environment that is safe, calm, orderly, procedural, and one in which people care for one another.**

**BY SIGNING THIS PLEDGE, WE THE FACULTY OF B.M.S. AGREE TO:**

- 1. Develop a clear classroom policy on bullying and display it prominently.**
- 2. Train faculty in appropriate handling of incidents.**
- 3. Develop or adopt a curriculum that educates students about bullying.**
- 4. Teach students about less obvious forms of bullying like gossiping and exclusion.**
- 5. Discuss pro-active anti-bullying measures (such as having lunch with a student who has been excluded in the past).**
- 6. Establish support systems for pupils involved in incidents such as peer counseling and mediation.**
- 7. Establish a system to support and inform parents when incidents of bullying occur.**
- 8. Offer counseling to students who bully.**
- 9. Ensure an atmosphere where students feel safe reporting incidents of bullying and confident they will be dealt with and not ignored.**
- 10. Follow credo at BMS to be ACTIVE, ALERT, and INVOLVED in each students life.**

**Signed by: \_\_\_\_\_ Print Name: \_\_\_\_\_**

**Date: \_\_\_\_\_**



## **What Can Schools Do? To Keep Kids Bully-Free....**

“A Teacher affects eternity; they can never tell where their influence stops.”

*“When Bullying is allowed to exist unencumbered in a school... learning will take a back seat to the fear that exists in the building”*

### **Bullying defined....**

It is an “Imbalance of Power” period. It is persistent, repeated, consistent, intentional, and always about....hurt, embarrassment, humiliation, isolation and causing pain. A victim could be anybody in the school. It is a form of overt and aggressive behavior where bullied children are teased, harassed, and assaulted (verbally and/or physically) by one or more peers. They are also made to be social outcasts, losers and dwellers of the bottom of the hierarchal structure of the school community. This imbalance of power usually includes a group of bullies that run together creating fear and anxiety throughout the building for the majority of the student population. Bottom line it is always one sided and unfair and more vicious in nature physically, verbally, and psychologically.

### **Types of Bullying....**

- **PHYSICAL** - Considered the old school of bullying.... “I am bigger and stronger so I will take and do what I want to do to you,” mentally. This thought process is changing even though it is still prevalent in our schools. Kids are more reluctant to fight in school because of system wide Zero Tolerance Policies (when you fight you go home). Most students don’t want to be sent home, but much of the set up and bullying for a fight occurs at school. A common thought of physical types of bullying are hitting, slapping, pushing, shoving, stealing, damaging, etc. (Mostly with boys, but girls are becoming more and more violent),
- **VERBAL** - This starts it all and is the most popular form of bullying. Verbal bullying leads to aggressive and violent behavior. All physical fighting is a result of verbal bullying. Trash talking, name-calling, persistent teasing, insults, bad language, racist comments, and the most popular of all sexual harassment. Let’s not forget a favorite of many of today’s bully’s.....spreading rumors about their victim’s sexual behavior. These bullies understand that this subject hurts the worse and can create the most damage to their victims.
- **PSYCHOLOGICAL** - This is fast becoming the most common form of bullying. This is a frequent bullying technique used by girls but boys have the ability as well. This includes premeditated exclusion or isolation that occurs many times between friends creating hurt feelings and problems with families. Psychological bullying includes exclusion, starting rumors, making someone look foolish, humiliation, destroying reputations, gossiping. Again, this type of bullying is many times administered by your more popular students in the building.

And the newest form of bullying.....

- **CYBER-BULLIES** – My research has shown a tremendous increase (becoming popular with bullies), in the use of this type bullying with the improvement and availability of technology. Text messaging, chat lines, web pages, etc. provides bullies the opportunity to spread malicious gossip quickly, to large audiences and in many cases the ability to get away with it. This usually is a bullying technique used by the upper class echelon student who is allowed the accessibility and freedom to use this technology at home unsupervised.



## ***What Can Students Do? To Keep Their Schools Bully-Free....***

*“Most of the trouble and friction among people, in or out of school, is caused by putting others down.”*

### **BULLY FREE PHILOSOPHY....**

We believe everyone has the right to come to school excited, enthused, and ready to learn. Bullies and bullying behavior will not be tolerated, they have no place in our school. *“WE BELIEVE WE SHOULD BE....BULLY FREE!”* A Bully-Free School Zone by no means guarantees that bullies do not exist at our school. It does, however, emphasize to students how to co-exist peacefully, appreciate differences, solve problems, control anger, and look out for each other. The program also encourages attendance, academic effort, and getting along with one another.

### **CREDO.....**

*“This is my school, this is my space. I want it to be a safe place. I know that violence prevention begins with me. So that’s why to this promise, I agree, and I will.... Resolve conflicts peacefully, talk about problems openly, treat others with respect, walk away from fights, and take all threats and warning signs seriously. Talk to a parent, counselor, or teacher about my concerns.”* (Allan Beane, 2003)

### **TIPS TO REMEMBER FOR STUDENTS.....**

Understand what bullying behavior does to people and to our schools.

Remember –

- 1) Bullying takes at least two people: the bully and the victim,
- 2) Bullies enjoy to feel strong and superior,
- 3) Bullies enjoy having power over others,
- 4) Bullies like to create chaos and confusion in the school,
- 5) Bullies show no respect for others, and
- 6) Bullies use their power to hurt other people.

Bullies are all about hurting, embarrassing and humiliating others, and for some reason they seem to enjoy this treatment.

***Empathy*** is imperative to positive relationships with friends, peers, family members, and everyone else we encounter throughout our lives. Often, when children are not liked by others, it is because they lack empathy for others. It is easy to have empathy for someone you like or have a lot in common with. They also need to empathize with people who are very different from them-in their needs, experiences, points of view, life circumstances, beliefs, ethnic and cultural background, talents, abilities, accomplishments, etc. You need to be able to think about how other people feel-and, eventually, how other people might feel or would feel in response to specific events and circumstances.

***“We are 100% responsible for how we talk to and treat other...no excuses!”***



## ***Tips for Students in Dealing with Bullying Behavior***

We from our school believe that students have the right to attend school excited, enthused and looking forward to learning and improving themselves. We also feel that that student rights are hindered by bullying behavior in the school building. Here is a list of tips offered to students of at our school in dealing with bullies. This list was composed through teacher and student input during classroom discussion in December of 2003, what can be done to prevent bullying in our school, in their words;

1. Talk honestly to teachers and parents about bullying behavior directed at you or someone you know who is being mistreated.
2. Always remember that no one ever deserves to be bullied.
3. Stay away from bullies whenever possible and do not interact when not necessary, give them space when at all possible.
4. Understand the characteristic of victims and do not allow yourself to be placed in that category.
5. Do not let bullies change your day for the worst. Do not allow them to make you feel bad by their words. Understand they are trying to get a reaction out of you.
6. Be assertive when confronted by a bully. Tell the bully how you feel with confidence and determination and then walk away. Do not stand there and continue the negative interaction. If the behavior continues an adult in the building needs to be approached.
7. Do not fight back. Let the bully know that you are no easy target.
8. Follow your classroom and school procedures concerning bullying behavior.
9. Repeat yourself over and over again when confronted with bullies. Have a certain phrase that is repeated over and over again to help diffuse the situation.
10. Remember, bullies want to hurt your feelings. Do not allow them to alter your mood for the day. That is their objective.

## ***Tips for Students in Dealing with Bullying Behavior*** ***(Continued)***

11. Disarm the bully with humor. Sometimes agreeing with the bully about what they are saying about you can stop this ugly talk.
12. If possible, stay with your friends. Never be alone, especially in situations and areas where bullies exist. If you do find yourself alone in a hostile situation join in the conversation with others or adults.
13. If you find yourself in a serious situation that you could be hurt physically, then you need to get out of that climate as quickly as possible.
14. Expect to be mistreated sometimes. People say and do mean things to others for whatever reason. Understand that you cannot control what others do, but you can control your actions. Be pleasant, say nice things, and be friendly to others and you will probably be treated better as well.
15. Try to make friends. Remember, a quote for the day last year, “It takes many years to make a good friend, it can take one ugly word to destroy it.”
16. Make friends inside and outside the school. Be kind to everyone involved with your school; Principal, teachers, bus drivers, custodians, maintenance crew, cafeteria personnel, special needs students, and visitors.
17. Understand how you treat others will dictate in a large degree how they treat you.
18. Be good to your parents and family members. You need their support.
19. Be nice to bullies. This may surprise them and possibly change their behavior. Sometimes bullies need a little love.
20. Be careful on the Internet. Chat lines and virtual talk can be fun but also dangerous and is being used more and more by bullies. Take threats on the Internet seriously and report them accordingly. Do not allow yourself to fall in the trap of bullies who attempt to trap you into a nasty dialogue.
21. Keep the emotion out of it. Bullies like to upset you. Do not let them. Sometimes being emotionless in reaction to bullies can be a major deterrent to further bad behavior.
22. Take your role in reporting bullying behavior at you or others very seriously. These are serious accusations and need to be carefully examined before approaching an adult.
23. Be Positive! Always strive to have a Bully-Free School Zone environment.



## ***SOME GOOD ADVICE ABOUT “TEASING”***

### **TRY THIS:**

1. Be able to be teased yourself.
2. Think about your words carefully.
3. Be careful of other's feelings.
4. Use humor carefully.
5. Be honest and tell others when a certain subject is not funny to you.
6. Know the difference in friendly teasing and hurtful words aimed at embarrassing another person.
7. Always observe how the person reacts.
8. Help a weaker classmate when they are being ridiculed.

### **NOT A GOOD IDEA:**

1. Tease someone you don't know.
2. Make jokes about race, sex, religion or other sensitive and personal subjects.
3. Tease someone about something they don't want you to talk about.
4. Make fun of someone's looks.
5. Talk about and make fun of someone's family members.
6. Tease someone who is not in a good mood.
7. Getting mad at others when they tease you. (thin-skinned)
8. Don't tell people when certain topics bother you.



## **Drama Free Days! It Is Time to Stop Hurting Each Other**

Many students are labeled a *Drama King or Queen* because of their tendency to make every thing a big deal. They tend to exaggerate and spread rumors which many times lead to hurt feelings. It is normal to want to hurt someone back after they have hurt you. Making every attempt to “*Rise Above It*” is a good philosophy to follow when you have been mistreated. We have the ability not to retaliate but to choose other options in dealing with those who have hurt or embarrassed us.

1. **Look within.** What was your role in this situation? Did you do or say something to bring on this type of behavior? Think about your actions.
2. **Stay Calm.** Nobody makes good decisions when they are angry. Words can be powerful weapons when aimed from an angry mouth, so it is important to choose them wisely.
3. **Know it is alright to be mad.** You will be angry for a period of time when someone has been rude to you. How you deal with it is what is important. You can't control what others do....only your reaction.
4. **Don't react to quick.** Many times when someone is trying to hurt you they want a quick response. They want you to show emotion that is why they are giving you a hard time.
5. **Find stress relievers.** Take a walk, listen to music, work out, play ball, study, read, do something nice for someone, spend time with your family and friends. Find ways to help yourself let go of the anger.
6. **Don't dwell on it.** Let it go. Anger is an emotion that will literally eat your insides out. Forgive and forget. Move on.
7. **Be truthful.** Be honest and tell people when they hurt your feelings or made you angry.
8. **Talk to an adult.** Tell them what happened and how it made you feel.
9. **Be nice and cordial.** This is not an easy thing to do but many times very effective. Try it you may like this. Be the bigger person.
10. **You can do the right thing.** You can choose to respond in a mature way to being mistreated.



## **Bullying Discussion Topics** ***“Let’s Talk About It”***

1. How do you define bullying?
2. Have you ever been initiated into a club, sports team, etc.?
3. What do you think about teasing or trash talking?
4. Have you ever been or known someone who has been bullied?
5. What role does a bystander play in a bullying scenario?
6. Can you tell when someone does not like being teased?
7. What characteristics do most victims seem to have in common?
8. Do you think some victims of bullying deserve the treatment?
9. Are you afraid of getting bullied?
10. Is there someone or somebody who gives you a hard time?
11. Have you ever felt excluded?
12. When someone hurts you do you feel like you have to get them back?
13. Why do some people feel it is alright for them to be rude to others?
14. How do people like to show out in front of others?
15. What is the difference in harassment and teasing?
16. Why are some people bullies?
17. How could adults help someone from being bullied?
18. Have you ever been a bystander? What did you do?
19. How would you feel if you witnessed bullying and didn’t help?
20. How can you act differently to help your school be bully free?



## ***Bullying Student Survey*** ***“It Is Time To Be Bully Free”***

**Instructions:** This survey is intended to provide information that will help to make our school a safer place. Our school’s number one priority is the safety of our students. We are committed to making our school a bully free environment and want to know what you really think about the way things are at our school. Please, help make our school a better place to live, grow, and learn by answering some questions about the way we treat and act toward one another. There are no right or wrong answers to any of these questions. Your answers will be kept confidential. No one will know your name, the name of your classmates, or of your teachers. You will also have an opportunity to write any additional information you would like to share. Read each question and answer it as honestly as possible. Thank you for your participation.

### **A. Your Info**

(Check One) Female \_\_\_\_\_ Male \_\_\_\_\_  
Age \_\_\_\_\_ Class \_\_\_\_\_

### **B. School Wide Bullying**

**1. Have you been bullied at this school? Yes or No**

If yes, what school year did this occur? \_\_\_\_\_  
If yes, what type of bullying did you experience? \_\_\_\_\_

How long did this treatment take place? \_\_\_\_\_

**2. Have you been bullied verbally? Yes or No**

**3. Have you been bullied emotionally? Yes or No**

**4. Have you been bullied physically? Yes or No**

**5. Have you ever been a bystander to someone being bullied? Yes or No**

If yes, what did you do? \_\_\_\_\_

How did you feel about what you did? \_\_\_\_\_

**Bullying Student Survey**  
(Continued)

**C. Where?**

Check by area in the school people are most likely bullied.

- a. Playground \_\_\_\_\_
- b. Gym \_\_\_\_\_
- c. Getting to school \_\_\_\_\_
- d. Cafeteria \_\_\_\_\_
- e. School Bus \_\_\_\_\_
- f. Bathroom \_\_\_\_\_
- g. Classroom \_\_\_\_\_
- h. Hallways \_\_\_\_\_

Please, add any other areas not listed \_\_\_\_\_

\_\_\_\_\_

**D. When?**

Check by area when bullying tends to occur the most frequently.

- a. Before School \_\_\_\_\_
- b. AM Hours \_\_\_\_\_
- c. Lunch Time \_\_\_\_\_
- d. After School \_\_\_\_\_

**E. Thoughts**

1. Most teasing at school is not intended to be hurtful.

**Agree very much    agree    disagree    disagree very much**

2. Most victims at our school deserve the treatment.

**Agree very much    agree    disagree    disagree very much**

3. Bullying is just kids being kids.

**Agree very much    agree    disagree    disagree very much**

4. Most bullies are considered popular in the school.

**Agree very much    agree    disagree    disagree very much**

5. My actions can make a positive difference in bullying at our school.

**Agree very much    agree    disagree    disagree very much**

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In his 24th year with the Mitchell County Schools he has served as a teacher, coach, assistant principal, principal, Career Technical Education Director and now is currently the associate superintendent of schools. He also serves as an adjunct professor at East Tennessee State University in the educational leadership department and principal preparation program.

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### ***Dr. Spurling's Belief System***

"My belief as a school leader is student safety must be the top priority. Throughout my career as an educator I have seen firsthand the trauma and chaos created by unattended bullying in the school. I feel it has been a long time coming for educators to begin to understand the tremendous strain that bullies have on the school culture. This mistreatment of others drains the energy of the school and impacts the heart, mind and the body of all involved. Bullying is also a direct link with aggressive and violent behavior that is occurring more frequently in our schools. As leaders of our schools we must be hands-on in dealing with bullying behavior that exists within the school community. Our influence is crucial in setting the tone for the day through our actions, example and understanding of bullying and what it does to a school's moral.

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## **What Can Parents Do? To Keep Kids Bully-Free....**

“When schools work together to support learning, children tend to succeed not just in school but throughout life.”

**PARENT’S ROLE** (these responsibilities mirror the role of the school)

1. Be actively involved and have quality time for your child,
2. Develop a personal relationship,
3. Have high expectations for academic growth,
4. Be an active participant at your child’s school,
5. Develop an open line of communication,
6. Supportive of your child’s school, and, remember,
7. You are their Role Model.

**“We must all have a heightened awareness in the lives of our children”**

### **TIPS FOR PARENTS....**

**If you feel your child is being bullied**, keep in mind – most victims of bullying do not talk about it, they are ashamed, embarrassed and scared it will intensify.

1. Ask your child, try approaching the topic indirectly.... “Who’s the bully in your classroom?” “How do they treat you?” “What do you think about their actions toward others?” “Who does the bully pick on the most?”
2. Believe your child if they tell you they are being bullied, ask for specifics and write them down.
3. Contact the teacher or principal as soon as possible. Request a meeting to discuss your concerns. Ask for the teacher’s perspective, he or she probably knows things about the bullying you don’t.
4. Please, be calm and be respectful; your child’s teacher wants to help.
5. Become aware of your child’s Bully-Free program.

### **AT HOME TIPS....**

1. Encourage your child to talk about their feelings.
2. Praise your child as often as possible.
3. Give your child responsibilities at home.
4. Help your child develop bully resistance skills (let your child develop these with you)
5. If your child seems to lack friends, arrange for him or her to join social groups, clubs, or organization that meets their interests.
6. Help to develop self-confidence and social skills – confident children with social skills are much less likely to be bullied.
7. Consider whether or not your child might be doing something that encourages bullies to pick on them. Is there a behavior that your child needs to change. Of course, no one should be bullied, but sometimes kids don’t help themselves.

**REMEMBER....** You are your child’s most important teacher. Discipline at home should be fair, consistent, age-appropriate, and respectful. Parents who can’t control their temper are teaching their children that it’s okay to yell, scream, and use physical violence to get their way. *Tip:* Many children who bully others come from homes where their parents bully them, and the same is true with a victim of bullying.



## **ACTION RESEARCH DATA** **Bowman Middle School** **2001-04**

### **Attendance is up....**

After 175 days... 2001-02 – 90.8%  
After 175 days... 2002-03 – 97.8%  
After 175 days... 2003-04 – 95.7%

### **EOG Test Scores...**

74.3% - 2001-02  
84.3% - 2002-03  
87.6% - 2003-04

### **Student Surveys....**

Students who feel bullies exist at BMS:  
74.6% - 2001-02  
38.9% - 2002-03  
49.7% - 2003-04

### **Student who have been bullied:**

44.8% - 2001-02  
20.2% - 2002-03  
24.6% - 2003-04

### **Students who believe they have avenues to report bullying:**

24.6% - 2001-02  
78.6% - 2002-03  
86.7% - 2003-04

### **# of Aggressive Occurrences:**

36 – 2001-02  
7 – 2002-03  
5 – 2003-04

### **BULLY-FREE READINGS:**

#### **The Generosity Factor**

*Kenneth Blanchard (2002)*

#### **Murder Is No Accident: Understanding and Preventing Youth Violence**

*Deborah Prothrow-Stith & Howard R. Spivak (2004)*

#### **The Bully, The Bullied, and the Bystander**

*Barbara Coloroso (2002)*

#### **Bringing Up Boys**

*Dr. James Dobson (2001)*

#### **Odd Girl Out**

*Rachel Simmons (2002)*

#### **The Bully Free Classroom**

*Dr. Allan Beane (2000)*

#### **No One Left to Hate: Teaching Compassion After Columbine**

*Elliot Aronson (2001)*

#### **Stop Laughing At Me**

*Jose Blasé (2001)*

#### **Weakfish**

*Michael Dorn, (2004)*

Dr. Richard A. Spurling  
2010

*It Is Time To Be Bully Free!*



Dr. Allan Beane's (2003) –

## ***Bully Free Classroom***

Character Education Schedule

Lesson Plan / Pacing Guide

**August**

**Chapter #1 Introduction to Bully Free Program**  
Grade level meetings with Dr. Spurling-School Principal  
Student, Parent, Teacher pledges signed.

**September  
October**

**Chapter #2 “Creating a Positive Classroom” (p.15)**

The tips and strategies in this section will help you create a classroom environment where everyone feels safe, accepted, and appreciated.

**Key learning opportunities..... “Helping the Bystander!”**

**p. 17 True/False, p. 20 Classroom credo, naming bullying behavior, p. 23 Bullying Stories, p. 26-29 Bullying Survey, set bully free rules for your classroom, p. 33 “20 Things to Do Instead of Hurting Someone Back”, p. 35 - 12 Tips for Making Friends, p. 40 Getting to know you students better, p. 42-44 How to Deal With Bullies, p. 59 “8 Steps to Conflict Resolution” p. 61 Steps For Mediation, p. 64 Bullying on TV, What can we do to prevent bullying in our school?**

**November  
December**

**Chapter #3 “Helping Victims” (p. 77)**

**Teach Anger Management Skills p. 32**

**Teach Friendship Skills p. 34-36**

**Explore Ways to Deal with Bullies p. 41**

**Use a Notes-to-the-Teacher Box p. 41 – 45**

**Teach students to use “I messages” p. 51**

**Teach Assertiveness Skills p. 53-54**

**Teach Conflict Resolution Skills p. 58**

**Teach Students to Affirm Themselves p. 66**

**Teach Positive Self-Talk p. 68-71**

**January  
February**

**Chapter #4 “Helping Bullies” (p. 115)**

**Encourage a Positive Attitude p. 93**

**Build Students Self-Esteem p. 95-97**

**Teach Positive Visualization p. 97**

**Give Them Opportunities to Shine p. 108**

**Try the Method of Shared Concern p. 99-104**

Teachers;

This is your schedule to guide our students through this Bully Free School Zone character education program. Hopefully, plenty of time has been made available for each section. Your participation and leadership is crucial for this program to be effective. Thank-you for your work and concern for our students. Have a great school year!



## ***Rational To Prevent Bullying In Our School***

We from our school believe bullying must not be tolerated and has to be stopped because:

1. Bullying behavior has been identified as a common link and characteristic to aggressive acts, violence and school shootings.
2. Verbal harassment is the number one form of bullying leading to school violence.
3. Creates an environment that students are afraid and instructional learning takes a back seat to the fear that exists in the school.
4. Creates loneliness and depression.
5. Increases suicide risk of victims and bystanders.
6. Student at greater risk to join hate gangs, cults, and experience with drugs and alcohol.
7. Posttraumatic stress is a result of a bullying and living in fear at school.
8. A result of bullying is physical, psychological, and emotional injury.
9. Is a major factor in the majority of discipline problems.
10. Creates loneliness with victims and bystanders.
11. Leads to higher rate of student drop-out and school change.
12. Higher absence rate and truancy.
13. Disrupts and interferes with academics.
14. Creates life long trauma for the victim, bystander and bully.



## Dealing With Cyber Bullying?

**Cyber Bullying** and the use of technology in spreading lies, gossip and malicious rumors has become a favorite and effective tool for the young and old bully alike. According to recent studies with the Cobb County Schools in Georgia about 22% of young people have experienced or been involved in cyber bullying. Across the state, 7 of 10 high school age students reported they have heard or seen harmful and untrue things said about themselves or their classmates through technology. As this type bullying is indirect it is no surprise that 25% of cyber bullies and victims are girls. This could be via the internet or through text messaging, instant messaging, chat rooms, social networking sites or e-mail communication. As traditional bullying seems to be the norm in the elementary school years, cyberbullying begins to happen in middle school then peaks during high school. In that there is no face to face confrontation with cyberbullying many people become bullies that usually would not with the use of technology. Many times these bullies are able to stay anonymous and don't have to see directly their victim suffer. It makes the action seem less serious to the cyberbully and many times they will continue the abuse. Listed below are some red flags to observe when a child is a victim of cyberbullying. Also, included are tips to follow if you are a victim of cyberbullying:

### ***Warning Signs....***

1. Child is upset, anxious or overly excited after spending time on the computer.
2. Your child immediately changes the screen when you check the computer.
3. Child spends inordinate amount of time and appears obsessed with the computer.
4. Child does not have and makes no attempt to have friends.
5. Child does not want to go to school (many times they do not want to go anywhere).

### ***What Can You Do....***

1. Know your child's schools policy on anti-discrimination, anti-bullying, anti-harassment and cyberbullying.
2. Instruct your child not to open and read messages coming from the bully or unknown sources.
3. Use computer and online tools to block the bully on e-mail, chat lines and instant messaging. If possible find out who they are and contact their parents.
4. Report the bullying to the Internet service provider or to the web site administrator if it involves specific web sites or chat rooms.
5. If the content of messages is threatening, report the incident to local law enforcement.
6. Make sure to save the evidence (hard copies and electronically).



## Monthly Character Education Themes

*"A teacher takes a hand, opens the mind, and touches the heart."*

### August/September "School Handbook/Bus Safety"

**Respect:** Showing high regard for authority, other people, property, self and country. Treating others with fairness, and recognizing that people of all cultures have value as human beings. *Quotes: "Respect yourself if you would have others respect you." - "If we all respected the rights of others, we would live in a more peaceful world."*

*\*Throughout August-September a focus should be placed on the student handbook and bus safety\**

### October "Bully Free School Zone"

**Responsibility:** Being dependable and cooperative in carrying out obligations and duties; showing reliability in words and deeds. Being accountable for your own actions and working together for mutual benefit. *Quotes: "It is important to finish what you start." - "It is your responsibility to do what you say you will do." - "Being responsible mean people can count on you." - "Standing up for what's right is not always easy, but it is the responsible thing to do." - "Responsible persons are mature people who have taken charge of themselves and their conduct, whom own their actions and own up to them - who answer for them."*

### November

**Good Citizenship:** Obeying school rules and the laws of the state and nation. Understanding a citizen's rights and responsibilities. *Quotes: "What you do tells more about you than what you say." - "Don't believe everything you hear, think about who you heard it from." - "Integrity is doing what you know is right, even when no one else is." - "Honest people don't worry about what they've said or done."*

*\*Teachers can utilize **Bully Free Classroom** (Allan Beane, 2001) text/materials provided at each school\**

#### *A Bully Free School System*

*"As a school staff we must do all we can to Build a Community From Within where teachers, school leaders, and parents all play key roles in providing a positive model for the Bully Free Belief system. Our system wide credo as educators.... Active, Alert, and Involved in the lives of all our students on a daily and consistent basis. Having a school wide belief that every child should have the opportunity to come to school daily excited, enthused, and ready to learn and enjoy their day. Where we all feel respected and work together in effectively dealing with bullying, accept and appreciate differences, and care and look out for one another. School safety must be everyone's top priority."*



## Monthly Character Education Themes (Continued)

### December

**Service to Others/Kindness:** Providing meaningful assistance to those in the school and community through individual actions or cooperative efforts. Being considerate, courteous, helpful and understanding of others. Show compassion, caring and generosity. *Quotes: "We all have to live here together, so let's care about each other." - "To the world you may be one person, but to one person you may be the world."*

### January

**Self-Discipline:** Demonstrating hard work and commitment to purpose; restraining from inappropriate behaviors; and controlling words, actions, impulses and desires. *Quotes: "Work as hard as you play." - "If you're going to do something, have the self-discipline to do it right."*

### February

**Courage:** Doing the right thing even when others do not, following conscience rather than the crowd. Attempting difficult things that are worthwhile. *Quotes: "Courage is doing the right thing when no one else will." - "A courageous friend will stand beside you when no one else will."*

### March

**Honesty/Integrity:** Being truthful and trustworthy in all things. Acting justly and honorably. *Quotes: "You can always be a better person today than you were yesterday." - "The true character of a person is shown when no one is watching."*

### April

**Good Judgement:** Choosing worthy goals and setting proper priorities. Making wise decisions after thinking through the consequences of actions. *Quotes: "It is never too late to set a goal for yourself." - "Part of good judgement is asking yourself if you will be sorry tomorrow for what you do today." - "It takes many years to build a strong friendship, it can take one word to ruin it."*

### May

**Perseverance:** Being persistent in the pursuit of worthy objectives despite difficulty and opposition. Being patient and willing to try again when confronted with delays, mistakes or failures. *Quotes: "Nobody knows what they can do until they try." - "Believe in yourself and then be tough enough to make it happen."*

***"A teacher affects eternity....  
They never know where their influence ends."***



## What We All Need to Know About.... **SEXTING**

Dangers, common traits and what we can do

### **SEXTING DEFINITION**

**SEXTING** is a dangerous and growing trend among teenagers. The practice by which teens forward sexually explicit images of themselves or their peers via text messaging or the Internet.

### **PROBLEMS ASSOCIATED WITH TEXTING AND SEXTING**

1. **IT RUINS REPUTATIONS.** Because photos can be distributed widely, sexting can ruin reputations and limit one's ability to get into college, join the military or get a desired job. It changes the way people perceive us.
2. **IT CREATES LONG LASTING HURT.** It can result in anxiety, depression leading to in some cases suicide. It can destroy friendships and create enemies.
3. **IT IS AGAINST THE LAW.** Federal law makes it illegal to possess, distribute or take sexually explicit images of anyone under age 18. State laws vary, but may lead to teens being labeled as sex offenders or charged for sex crimes.
4. **IT NEVER GOES AWAY.** Information sent via cell phone or the Internet will be available for 30-50 years. It has the potential to haunt us forever.
5. **BEGINS AS A PRIVATE EXCHANGE THAT QUICKLY BECOMES PUBLIC.** While sexting often originates as a private exchange between a teen and his/her love interest, relationships can quickly deteriorate. Before long, the seemingly private images can be distributed throughout the school.

### **SOME SEXTING STATS**

- 1 in 5 teens have sent or posted nude or semi-nude photos of themselves online or via text messages,
  - 22% of teens have received a nude or semi-nude photo of someone else.
  - Most exchanges start between boyfriend and girlfriend, but,
  - 15% of teens have forwarded images to someone they know only online.
- According to survey from National Campaign to Prevent Teen and Unplanned Pregnancy

### **SEXTING HAS BEEN DISCOVERED.....NOW WHAT?**

When sexting arises in the school setting it can have broad practical and legal implications. When school administrators discover sexting they should do the following;

1. **TELL THE PARENTS OF ALL STUDENTS INVOLVED.**
2. **REPORT THE SEXTING TO THE POLICE.**
3. **REPORT THE SEXTING AS SUSPECTED ABUSE OR NEGLECT.**
4. **BE CLEAR ON WHO AND HOW STUDENTS WILL BE DISCIPLINED.**
5. **PREVENT HARRASSEMENT OF STUDENTS INVOLVED IN SEXTING.**

# What We All Need to Know About....

## SEXTING

Dangers, common traits and what we can do

### TIPS FOR PARENTS/GUARDIANS

1. **SET CLEARLY DEFINED RULES.** Have high expectations for technology use. Set rules and consequences for breaking them. Be in control of technology in the house. Dictate where technology is located, how it can be utilized, and time spent on task. Discipline appropriately. Don't hesitate to take technology privileges away.
2. **BE A POSITIVE ROLE MODEL.** Show how technology can be used in a positive manner. Do not demonstrate bad behaviors on the computer that your child might emulate.
3. **FOSTER OPEN LINE OF COMMUNICATION.** Talk to your child about the dangers of sexting/texting. Let them show you what they are doing on the computer and phone. Take an interest in their technology.
4. **HEIGHTENED AWARENESS.** Be aware of what your teen is posting publicly. Know who your child is communicating with. Check their phone.
5. **STAY UPDATED.** Learn how to use your teen's cell phone. Be aware of sexting shortcuts and acronyms (see list below).

### POPULAR SEXTING SHORTCUTS

1. P911	Parent alert
2. PAL	Parents are listening
3. PAW	Parents are watching
4. PIR	Parents in room
5. KPC	Keeping parents clueless
6. 99	Parent is no longer watching
7. CD9	Code 9 (parents are around)
8. 8	Oral sex
9. 143	I love you
10. 182	I hate you
11. ADR	Address
12. ASL	Age, Sex, Location
13. GNOC	Get naked on cam
14. KFY/K4Y	Kiss for you
15. LMIRL	Let's meet in real life
16. MOOS	Member's of the opposite sex
17. MorF	Male or female
18. MOS	Mom over shoulder
19. MOSS	Member's of the same sex
20. NALOPKT	Not a lot of people know that
21. NIFOC	Nude in front of the computer
22. NMU	Not much, you?
23. RUH	Are you horny?
24. TDTM	Talk dirty to me
25. WYCM	Will you call me?



## **K-2 NEEDS ASSESSMENT TELL ME HOW YOU FEEL**

**This is a happy face**

**This is a sad face**

- 1. This is how I feel about me**
  
- 2. This is how I feel about school**
  
- 3. This is how I feel about my school work**
  
- 4. This is how my teacher feels about me**
  
- 5. This is how I feel about friends**
  
- 6. This is how other children feel about me**
  
- 7. This is how I feel at home**



## K-2 NEEDS ASSESSMENT TELL ME HOW YOU FEEL

Name \_\_\_\_\_ Teacher \_\_\_\_\_ Grade \_\_\_\_\_

- |  | Yes   | No    |
|--|-------|-------|
| 1. I feel good about myself                  | _____ | _____ |
| 2. I believe school is important             | _____ | _____ |
| 3. I am happy with my school work            | _____ | _____ |
| 4. I enjoy being around people               | _____ | _____ |
| 5. I make friends easily                     | _____ | _____ |
| 6. I finish what I start                     | _____ | _____ |
| 7. I am proud of myself                      | _____ | _____ |
| 8. I have a happy home life                  | _____ | _____ |
| 9. I get angry easily<br>and can't calm down | _____ | _____ |
| 10. I worry a lot, especially about test     | _____ | _____ |



## **What are some tips for students to effectively deal with bullying behavior?**

**Don't be a victim!**

### **PROJECT CONFIDENCE**

- **Don't act scared. Believe in yourself. Be confident.**
- **Talk to the bully.** Believe it or not, some kids may not know that they're behavior is bullying in nature.
- **Think of things to say ahead of time.** Keep them short and don't say anything mean (don't bully back the bully). Be prepared for ugly encounters from school bullies.
- **Don't get mad....get funny.** If shows you're not scared. Don't make fun of the bully. Try not to make a bigger deal of what is happening between you two. Try and diffuse the situation.
- **Don't fight back or get mad.** It'll make the bullying worse. Bullies try to make kids mad so don't let them. Stay calm and under control. Try not to show any dramatic emotion.
- **Check out the way you act.** Head down, slouching, looking at the ground or your feet, and fidgeting shows that you're not sure of yourself. Hold your head up and stand up straight. Look confident bullies pick on you if they think you are afraid of them.

***“Attitude is contagious is yours worth catching.”***

### **HOW TO KEEP FROM BEING BULLIED**

- **Hang out with friends.** Bullies pick on kids who are alone.
- **Join groups** and find friends who like the same things you do. Get involved with the school (clubs, sports, drama, church, etc).
- **Look around school.** You're not the only kid being bullied in your school. Other people are going through some of the same struggles you are. Make friends with other kids who are alone. Maybe you can help other kids. Maybe you can help each other. Maybe you can make a great new friend.

***“To have a friend, you must first learn how to be a friend.”***

- **Walk to school with someone** – brothers, sisters, neighbors, or friends. Hang out with people that care about you. If you don't have many friends then it is time to start making some.

***“To the world you are one person, but to one person.... you may be the world.”***

## What are some tips for students to effectively deal with bullying behavior?

Don't be a victim! (continue)

- **Avoid bullies.** If you know a kid who doesn't like you, then stay away from them. Don't provoke people that don't like you.
- **Avoid places where bullies are.** Stay away from aggressive classmates when possible. Take different paths to school to keep away from the bully. Don't be alone in the hallways, restrooms, empty classrooms, or playgrounds. Don't put yourself in a bad position or situation.
- **Stay within sight of teachers and grownups** when you are at school. If they can see you, they can help you. Reach out to adults you can trust and let them know of bullying behavior.
- **Sit near the bus driver** on the school bus.
- **Don't bring expensive stuff (technology) or lots of money** to school. Bullies pick on kids who bring things they can take. It's not worth getting hurt. Things can be replaced but you can't!
- **Check out the way you act.** Watch how you treat and talk to others. Try not to be rude or insensitive to others. Be a good friend and classmate.

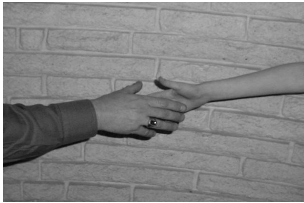
***“We are 100% responsible for how we talk to and treat others.....  
No Excuses!”***

- **Don't act scared** – hold your head up, stand up straight, and don't look at the ground or your feet. Bullies don't pick on kids who are confident.

### HOW CAN YOU HELP SOMEONE WHO'S BEING BULLIED

- **DON'T JOIN IN.** Don't call kids names or pick on them. Bullies try to get other kids to join in. Don't empower the bully.
- **BE A FRIEND** to the kid being bullied. Ask them to tell a grown-up. Go with them if they're scared.
- **BELIEVE THE KID BEING BULLIED** and what they say.
- **FIND HELP** from teachers, parents, friends, or other grown-ups.
- **TELL SOMEONE** if you see a kid being bullied. Telling is not tattling! If you're scared of the bully, don't let them know you told.
- **DON'T FIGHT THE BULLY.** It's not safe. Go tell a grown-up.

***“Whether we are a preschooler or a young teen, a graduating college senior or a retired person, we human beings want to know that we are all acceptable, that our being alive somehow makes a difference in the lives of others.”*** -Mr. Fred Rodger



## ***What Can Teachers Do About Classroom Bullying?***

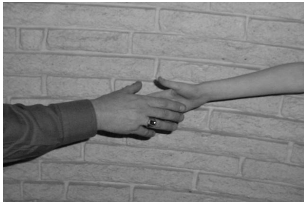
Be a positive difference maker in the classroom  
*From 2006 National School Safety Center*

Preventing and responding to classroom bullying should not create an additional burden for the dedicated teacher. The same atmosphere that promotes effective teaching and successful student learning can help address the challenge of student bullying. Veteran teachers already plan, modify, evaluate and debrief lessons and activities. They do this in a manner that reflects a knowledge and understanding of the students they teach. Many new and enthusiastic teachers are armed with the latest content, theories and intent to impact their students' lives in positive ways. Both kinds of teachers can develop and apply a repertoire of strategies that will help prevent, deter and respond to classroom bullying while promoting their academic mission. Strategies may include;

- **Modeling desired attitudes and behaviors;**
- **Fostering student-shared responsibility** for the classroom's social and physical environment;
- **Establishing and communicating rules and sanctions** regarding bullying;
- **Applying classroom rules fairly and consistently;**
- **Identifying and intervening upon undesirable attitudes and behaviors** that could be "gateway behaviors" to bullying and harassment;
- **Teaching students how to ask for help and how to report** cruelty, bullying, and harassment;
- **Responding to requests of help;**
- **Referring critical bullying cases** to appropriate sources of support;
- **Aligning instructional topics** of courage, reasoning, fairness, justice, responsibility, citizenship, and collaboration with appropriate academic - elective content or extracurricular activities;
- **Promoting personal and social skills development;**
- **Recognizing culture diversity as an influence** on relationships, identity, and social issues.

***"A teacher takes a hand, opens the mind...  
and touches the heart."***

*-2006 National School Safety Center*



## ***Trying to get a handle on Girl Bullying***

Nice girl or mean girl?

**GIRL BULLYING** is often hidden and indirect and has often been referred to as “what girls do.”

### **SWEET GIRL SYNDROME**

***“The sugar and spice image is powerful and girls know it. They use it to fog the radar of otherwise vigilant teachers and parents.”***

Girls are doing what we have expected from them. We want them to be nice girls and they will give the impression they are, but many are constantly stirring problems when not seen. They are rewarded for not being disruptive, and so they do them behind the scenes. Common traits of girl bullying;

- Aggression is not normally a physical or even verbal situation,
- Girl aggression is not marked by the direct physical and verbal behavior that is primarily the rule of boys,
- However, girls are becoming more threatening, aggressive and violent in their behavior,
- There is a hidden culture of girls aggression in which bullying is epidemic, distinctive, and destructive,
- Girls have a hard time forgetting and forgiving, they tend to hold grudges,
- Girls use backbiting, exclusion, rumors, name-calling, slander, and manipulation to inflict psychological pain on targeted victims,
- Girls fight with body language and relationship instead of fists and knives,
- Girls attempt to hurt others through damage to relationships or feelings of acceptance, friendship, or group inclusion,
- Indirect aggression allows the bully to avoid confronting her target by using others as a mode of damaging a person, such as rumor spreading,
- Social aggression is intended to damage self-esteem and social status within a group. It includes some indirect aggression like rumor spreading or social exclusion,
- Covert aggression is not all about getting caught at bullying; half of it is looking like you’d never mistreat someone in the first place,
- Why do they bully?....ego, popularity, power, boy relationships, jealousy and control.

**CONCLUSIONS** – Teachers need to look and listen for signs of girl bullying problems and confront them. Adult intervention is the key to changing this behavior.



***Bully on the Bus***  
Making the trip to and from school safer