POLICY

1. Has district adopted a policy? 
   Y/N, end analysis
   a. date of adoption __________ or date amended __________

2. Has district adopted the OSPI/WSSDA model policy verbatim? 
   Y, go to #6/N, go to #3

3. Does the policy list specific forms of prohibited bias-based bullying (e.g. motivated by race, gender, religion, etc.)? Y/N
   a. If Y, does the policy list all those kinds of harassment specified in RCW 9A.36.080(3)? [check all that apply]:
      ___ race  ___ color  ___ religion
      ___ sexual orientation  ___ national origin  ___ gender
      ___ mental or physical disability  ___ ancestry
      ___ other (specify): __________________________

4. Does the policy list examples of “other distinguishing characteristics” that can motivate bullying? Y/N
   a. If Y, check all that apply:
      ___ physical appearance  ___ clothing/apparel  ___ socioeconomic status
      ___ gender identity  ___ marital status  ___ illness
      ___ pregnancy  ___ previous arrest or incarceration
      ___ other (specify): __________________________

5. Does the policy list specific examples of the form harassment can take (e.g. slurs, jokes, etc.)? Y/N
   a. If Y, check all included:
      ___ slurs  ___ rumors  ___ drawings/cartoons
      ___ jokes  ___ innuendos  ___ demeaning comments
      ___ pranks  ___ gestures  ___ physical attacks
      ___ threats  ___ written, oral, or physical actions
      ___ hazing  ___ other (specify): __________________________

PROCEDURE (some of the items below may be addressed in the policy)

6. Has district adopted the OSPI/WSSDA model procedure verbatim? 
   Y, go to #14/N, go to #7

7. Does the procedure include both informal and formal complaint processes? 
   ___ Y, both  ___ informal only  ___ formal only  ___ complaint process not mentioned

8. Does the procedure ensure students the availability of any anonymous complaint process? 
   ___ Y, with district commitment  ___ Y, at principal’s discretion  ___ N

9. Does the procedure address confidentiality of complaints? Y/N

10. Does the procedure allow students to have a trusted adult present during investigations? Y/N
11. Does the procedure describe the minimum standards of an investigation? Y/N
12. How many days does the procedure allow before a written conclusion to the investigation must be completed? _______
13. How many ADDITIONAL days does the procedure allow before corrective action must be taken? _______
14. Does the policy/procedure specify which individuals shall be made aware of the policy/procedure?:
   ___ Y   ___ N, informing not mentioned
   a. If Y, whom:
       students ___ parents ___ employees ___ volunteers ___
       individuals will be informed but no one specified ___
15. Does the policy/procedure specify how individuals will be informed of the policy? Y/N
   a. If Y, how: ________________________
16. Does the policy/procedure commit the district to staff training (not just merely informing staff of the policy)? Y/N
   a. If Y, does the training include any mention of bias or prejudice or cultural competency (not just bullying intervention skills?) Y/N
17. Does it commit the district to student education? Y/N
   a. If Y, does the education include any mention of bias or prejudice or cultural competency (not just bullying prevention or reporting?) Y/N
18. Does either the policy/procedure specify appropriate remedies/interventions for violations? Y/N
19. Does it include referral to law enforcement authorities? Y/N
20. Does either the policy/procedure describe potential disciplinary actions for violations? Y/N
21. Does the procedure outline the steps for complainants to appeal decisions? Y/N
22. Does it mention whether false reports or allegations are considered a violation of the policy? Y/N
23. Does the policy/procedure specify a period of time after which it will be reviewed/revisited for possible revision? Y/N