



Bullying Policy

Bullying is against the philosophy and policy of Lumen Academy. It is also against state law and will not be tolerated. The term “bullying” includes “cyber-bullying” and is defined, per 105 ILCS 5/27-23.7, as any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward student(s). Bullying has or can reasonably be predicted to have the effect of one or more of the following:

1. placing the student(s) in reasonable fear of harm;
2. causing a substantially detrimental effect on the student(s) physical or mental health;
3. substantially interfering with the student(s) ability to participate in or benefit from the services, activities, or privileges provided by Lumen Academy;
4. substantially disrupt the therapeutic process of an individual student or group of students.
5. Substantially interfering with the student(s) academic performance.

No student shall be subjected to bullying:

- During any Lumen Academy event or activity.
- While in school, on school property, on school transportation, during field trips, or other Lumen Academy provided transportation.
- Through transmission from a Lumen Academy computer, computer network, or other similar electronic school equipment.
- Through transmission from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology if the bullying causes a substantial disruption to the educational process or orderly operation of the school.
- Through transmission on an electronic device that is not owned or used by Lumen Academy if the bullying causes a substantial disruption to the educational process or orderly operation of the school.

HARASSMENT/BULLYING OF STUDENTS, in any form, IS PROHIBITED by State law and Lumen Academy, which aligns with other school policies required by the State. No person including an employee or agent of the school, or student, shall harass or intimidate another student upon a student’s sex, color, race, religion, ancestry, national origin, physical or mental disability, sexual orientation, or other protected group status. Lumen Academy will not tolerate harassing or intimidating conduct, whether verbal, non-verbal, physical, or visual, that affects tangible benefits of education, that unreasonably interferes with a student’s educational performance, or that creates an intimidating, hostile, or offensive educational environment.

Administrative Procedures

- A. Bullying may take various forms, including but without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual

harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is illustrative and non-exhaustive.

- B. "Cyber-bullying" means bullying through the use of technology or any electronic communication, including and without limitation, any transfer of signs, signals, writing, images, sound, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, phototelectric system, or photo optical system, including without limitations electronic mail, internet communications, instant messages, or facsimile communications. "Cyber-bullying" includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing creation or impersonation creates any of the effects enumerated in the definition of bullying in this section.
- C. A student who feels bullied should promptly inform a Lumen Academy staff member.
 - 1. All school employees are required to notify the principal or executive director of the report of bullying as soon as possible after the report is received.
 - 2. Anonymous complaints may be directed to the principal or executive director and looked into, however formal disciplinary action will not be permitted solely on the basis of an anonymous report.
 - 3. Student's and/or their parents/guardians may contact the following individuals to report a bullying incident:

Principal: Vera Miladinovic
Phone: (847) 695-9732
Email: vmiladinovic@thelumenacademy.com

Executive Director: Sivan Schondorf
Phone: (847) 920-8070
Email: sschondorf@thelumenacademy.com

- D. Once an alleged bullying incident is reported, Lumen Academy will determine whether the reported act is within the permissible scope of its jurisdiction according to 105 ILCS 5/27-23.7 and will promptly inform parents/guardians of all students involved in the alleged incident. Additionally, it will be discussed as appropriate, the implementation of therapeutic interventions, other interventions, and restorative measures.
- E. Any report of bullying will be submitted to the principal as soon as possible after the report is received. Lumen Academy will make all reasonable efforts to complete the investigation within 10 (ten) days after the date of the reported incident was received and will involve appropriate school personnel with training on bullying prevention in the investigation.
- F. Lumen Academy will provide parents/guardians of the students who are parties to the investigation with information about the investigation and an opportunity to meet with the principal or executive director, to discuss the investigation, the findings of the investigation, and the actions taken to address the incident.
- G. Student confidentiality policies, laws, and guidelines will be considered prior to any interventions or meeting with parents/guardians.
- H. Lumen Academy will provide information to parents/guardians of family counseling services available to them in relation to any bullying incident.

- I. Lumen Academy will continue to provide students with interventions that may address bullying, such as social work/counseling services, social-emotional skill building, movement out of class with specific peers, and restorative measures. This list is intended to be illustrative and non-exhaustive.
 - i. “Restorative measures” means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that:
 - 1. are adapted to the particular needs of the school community;
 - 2. contribute to maintaining school safety;
 - 3. protect the integrity of a positive and productive learning environment;
 - 4. teach students the personal and interpersonal skills they will need to be successful in school and society;
 - 5. serve to build and restore relationships among student, families, schools, and communities; and
 - 6. reduce the likelihood of future disruption by balancing accountability with an understanding of students’ behavioral health needs in order to keep student in school.
 - ii. Examples of possible restorative measures are:
 - 1. mediation guided by a therapist;
 - 2. identify ways to repair relationships with those who they have bullied;
 - 3. Principal and staff will address/identify possible systemic issues leading to bullying.
- J. Any person who retaliates against any person who reports an act of bullying will be disciplined in accordance with the applicable Lumen Academy policies and procedures.
- K. Any person who has been found to have falsely accused another of bullying as a means of retaliation or as a means of bullying will be disciplined in accordance with Lumen Academy policy and procedures.
- L. Lumen Academy will evaluate its bullying policy in accordance with state law.

Policies and Procedures

- A. Any and all reports of bullying will be investigated and determined to either constitute bullying or not. In the event it is decided that a report constitutes a form of bullying the following but not limited to, will then be assessed to determine the actions of the school.
 - a. The frequency of victimization.
 - b. Student, staff, and family observations of safety at school.
 - c. Identification of areas of a school where bullying occurs.
 - d. The types of bullying that are common or occurring.
 - e. Bystander intervention or participation.

- B. After assessing the severity and occurrence of an event, administration will create an action plan to ensure the emotional and physical safety of the student. This plan includes, but is not limited to:
 - a. Schedule change for the bullying party.
 - b. Mediation guided by a therapist.
 - c. Therapeutic assignment.
 - d. Removal of bully from school.
 - e. In-school suspension.

- C. Should it be determined that a person has falsely accused another of bullying, the severity and intention of the report will be assessed. The following are possible actions the school may take, but are not limited to:
 - a. Therapeutic assignment.
 - b. In-school suspension.
 - c. Additional therapeutic minutes.
 - d. Schedule change.

- D. Should a report be filed that is deemed to be outside of the permissible scope of the school's jurisdiction as it pertains to policy 105 ILCS 5/27-23.7, the victim of the incident will be provided information about services that are available within the school and the students community such as counseling and support services.

Development, Notification, and Posting

- A. The above Bullying Policy was created after reviewing cooperating schools Bullying Policies, administrative and school staff input, and student and parent feedback.

- B. Lumen Academy's Bullying Policy is given to each family when they enroll in Lumen Academy as part of the New Student Packet, to any cooperating school district at request, and on the Lumen Academy website at www.thelumenacademy.com

- C. Lumen Academy distributes the Bullying Policy annually and as it is updated each year.