

500.5-2 Exhibit—2	Notification Procedures for Incidents of Hazing, Bullying, Cyber-bullying, Harassment, or Retaliation	
	<i>ASSOCIATED CSD ADMINISTRATIVE REGULATION:</i> 500.5-2	<i>APPROVED:</i> 9.17.13
<ol style="list-style-type: none"> 1. If an administrator is made aware of an incident of bullying, cyber-bullying, harassment, retaliation, or hazing, the administrator shall comply with Canyons School District Discipline procedures as outlined in district school discipline and hazing policies. 2. Administrators shall investigate reports of bullying, cyber-bullying, harassment, retaliation, or hazing consistent with procedures as outlined in district school discipline and hazing policies. 3. Consultation with the school’s administrative team or district support contacts should be made prior to parent notification as required by this regulation. (See, Note 1). 4. A school administrator shall complete the parent notification record on Skyward for the victim (s) and perpetrator (s) of an incident. Notification must be made on Skyward, indicating date of report, time, and information given to parent. 5. Parent notification records are private as outlined in Policy 500.5. 6. In the event a parent requests additional information regarding an incident, the administrator is required to protect personal identifiable information and discipline-related information consistent with FERPA and safe school policies. 7. Canyons District practice is to contact parents for reporting safety issues unless a student has initiated contact with the District for emancipation. In this case, the District would contact a student’s designated emergency contact. <p>(Note 1: For purposes of internal consistency regarding (hazing, bullying, cyber-bullying, harassment, retaliations, etc), administrators should consult with other members of the administrative team or district support contacts engaging in parent notification consistent with this regulation).</p>		

This online presentation is an electronic representation of approved Canyons School District’s Administrative Regulations. It does not reflect updating activities in progress. The official, authoritative administrative regulations are available for inspection in the office of the Superintendent located at 9361 South 300 East Sandy, UT 84070.