Dear Parent/Guardian:

As you are aware, the Bedminster Township Public School disapproves of harassment, intimidation and bullying in all its forms and considers it a serious offense. Therefore, in accordance with New Jersey State law and the district's Board approved Harassment, Intimidation, and Bullying Policy (#5512), all matters of a harassment, intimidation and/or bullying nature will be thoroughly investigated by the school's Anti-Bullying Specialists and Anti-Bullying Coordinator. Furthermore, all Board members, school employees, volunteers, and contracted service providers are professionally and ethically obligated to "verbally report alleged violations" of the school's H.I.B. Policy on the same day of the incident and submit a written report to the Principal within <u>two days</u> of the verbal report.

Upon receipt of an H.I.B. report, the school's Anti-Bullying Specialists and Anti-Bullying Coordinator (Principal) will conduct a full-scale investigation prior to making a determination for remedial measures and/or disciplinary action. Please be advised that the district's Superintendent reserves the right to suggest further disciplinary action should they deem it necessary.

Bedminster Township Public School's H.I.B. reporting form can be downloaded from the school's website: www.bedminsterschool.org. In the event that a parent/student/employee wishes to anonymously report an H.I.B. incident, he/she may submit a written report and leave the section titled, "Person Reporting Incident" blank.

To effectively enforce these regulations, it is imperative that all members of the Bedminster learning community maintain open lines of communication and work collaboratively toward preventing harassment, intimidation, and bullying. I greatly appreciate your support in this matter and look forward to working with you and your child.

Sincerely,

Mr. Corby Swan
Principal