

FOUR STEPS TO STOP MILD BULLYING

Step 1: STOP it. Interrupt the students on the spot with a calm, firm statement such as: “Excuse me, stop!” “We don’t do that here.” Be loud enough so that other students hear you.

Step 2: NAME it. Call out what you saw or heard. Keep the focus on the inappropriate behavior, *not* on the child. Examples: “I heard name-calling.” “That’s leaving someone out!” “I see you shoving to get your way.” (Use the term *bullying* very cautiously.)

Step 3: DESCRIBE it. Give a clear reason why the behavior is inappropriate, against the rules, and harmful. Examples: “Leaving people out is not what we do in this school.” “At this school we do not put down others.” “I am offended by that language and I’m sure other people at this school are, too.”

Step 4: ALTER it. Deliver a short, firm reminder that explains the behavior you expect. Examples: “I expect you to be kind at all times.” “You have a choice with your words. I’ll be listening for respect.” “What will you do next time?”

Decide whether to **REPORT** the behavior. Finally, **MONITOR** the children involved over the next several days.