Nevada Bullying Reporting and Investigation Process

The #SafeAllies program is a collaboration of Nevada PEP and Youth M.O.V.E. Nevada developed to assist youth and families to learn the steps to resolve and heal from bullying incidents.
- Contact Nevada PEP for more information
1-800-216-5188 or nvpep.org/safe-allies

1 Bullying Reported

**Safe Voice:** Reports by anyone via app, online or phone. Reports go from the Department of Public Safety to school administration. If the report requires immediate intervention it will be handled by law enforcement.  

**Student, teacher, parent, etc.:** Reports can also be done in person, through hand delivered documentation or through the mail. Reports should go to administration immediately.

**Additional Requirements:**
- School employees are required to report incidents on the same day they are made aware.  
- Failure to report by school staff can result in suspension, revoked license or dismissal.

2 Immediately Ensure Safety

**De-escalation:** Administration* will de-escalate the situation.

**Safety Plan:** Administration* will create a safety plan for the student who was the target of bullying.

**Additional Requirements:**
- Action must be taken immediately.

3 Parental Notice

**Notice:** Administration* will give same-day notice to all parents of the students involved, by phone or mail.

**Delayed Notice:** If the report was made on a day that is not a school day or after school hours, notice must be given to parents by the end of the following school day.

**Additional Requirements:**
- Parental notice should be given by the time school closes, on the same day of the report.

---

* Administration is the principal, other person in charge of school or their designee (i.e. the dean of students).
** Anti-bullying laws do not apply to Pre-K students nor one adult to another in school settings.
**Interviews:** Administration* will conduct discreet interviews with the student who is target of bullying, student with alleged bullying behavior and witnesses, to determine if bullying did occur. Parents must be in attendance.  

**Input:** Parents will be able to provide input during the interviews with administration* (e.g. written documentation, evidence, input on safety plan)

**Additional Requirements:**
- Investigation completed within 2 school days of the report but no more than 3 days (if parent contact is delayed).  
- With a criminal investigation, school investigation may be delayed but a safety plan should still be in place.  
- Cyber-bullying investigations may be extended for 5 school days, with permission from the student who was the target of bullying.

**Content:** Report includes written documentation of times/dates, safety plan, conclusion of investigation and disciplinary action.

**Distribution:** Administration* will give a confidential report of findings to the parents of the child with bullying behavior.

**Additional Requirements:**
- Parents of the student who was the target may request to receive a redacted version of the report of findings.

**Action:** Any action taken after the decision (e.g. discipline or switching classes) must be carried out in a manner that causes the least possible disruption for the student who was the target of bullying.

**School Changes:** If the bullying report finds that bullying has occurred, the parents of the target may make a request of the Board of Trustees, or designee, to enroll student at a different school, with parent consultation.

**Additional Requirements:**
- Parents of the student who was the target may request to receive a redacted version of the report of findings.

**Safety Plan:** Administration* must follow-up with the student who was the target of bullying to ensure the safety plan is still working.

**Resources:** Administration* shall provide a list of resources in the community to assist the student who was the target and the student with bullying behavior and their parents.

**Additional Requirements:**
- Follow-up must be done within 10 days after receiving the report.