
DEFINITIONS

- 3 ▪ *Verbal Assault:* Communicating threats, abusive language, profanity, or harassing phone
- 4 calls.
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- 6 ▪ *Physical Assault:* Includes both striking another person (battery) and an attempt to strike
- 7 another person (attempted battery).
- 8
- 9 ▪ *Disorderly Conduct:* Causing a public disturbance by making or using any utterance,
- 10 gesture, display, or abusive language that is intended to and is likely to provoke violent
- 11 retaliation and thereby cause a breach of peace.
- 12
- 13 ▪ *Communicating Threats:* Threatening to physically injure a person or the property of
- 14 another. The threat may be communicated orally, in writing, or by any other means.
- 15
- 16 ▪ *Harassing Phone Calls:* Using profane, indecent or threatening language to any person
- 17 over the telephone; annoying or harassing by repeated telephoning or making false
- 18 statements over the telephone.
- 19

STEPS IN PROCESSING AN ASSAULT INCIDENT

- 22 1. The employee shall report the assault as soon as possible to the immediate
- 23 supervisor/designee. The supervisor/designee will make written notes of the incident and
- 24 investigate the allegation(s).
- 25
- 26 2. The supervisor/designee shall report the incident to the Superintendent/designee.
- 27
- 28 3. If a physical assault has occurred, the employee shall be transported to the emergency
- 29 room by the supervisor/designee. The supervisor/designee shall request that a law
- 30 enforcement officer be present at the hospital to collect evidence.
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- 32 4. The supervisor/designee shall assist in seeing that the assault is reported to and/or filed
- 33 with the appropriate law enforcement agency. Any physical evidence shall be turned
- 34 over to the investigating officer. If an employee chooses not to pursue criminal action,
- 35 the supervisor/designee shall have the employee read and sign form GBEAA-E.
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- 37 5. The supervisor/designee shall obtain a copy of the officer's report for the file.
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- 39 6. Charges that may be filed could include any or all of the following:
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- 41 ▪ Simple assault
- 42 ▪ Assault inflicting serious injury
- 43 ▪ Communicating threats

- 44 ▪ Trespassing
45 ▪ Disorderly conduct
46 ▪ Assault with a deadly weapon
47 ▪ Harassing phone calls
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- 49 7. The supervisor/designee shall accompany the employee to the local enforcement agency,
50 the Board attorney, the magistrate, and/or court.
51
- 52 8. The assault of a school bus driver by a parent/guardian may result in the removal of the
53 child/children [from the bus](#) for a minimum of one-hundred eighty (180) school days.
54 Once reinstated to the bus, the student will be on a thirty (30) day probationary period.
55 Any offenses during that period of time may result in expulsion from the bus.
56
- 57 9. An assault by a student shall result in a minimum ten (10) day suspension from school
58 ([see Policy JGD, "Short-Term Suspension"](#)). The assault of a school bus driver by a
59 student shall result in a minimum one-hundred eighty (180) day suspension from the bus
60 and a minimum ten (10) day suspension from school. If the principal believes that a
61 longer suspension is warranted, [Policy JGDA, R \(Student Long-Term Suspension, 365-
62 Day Suspension, and Expulsion\)](#) shall be followed. [If a teacher is assaulted or injured
63 by a student and as a result the student is long-term suspended, expelled or assigned to
64 alternative education, the student shall not be returned to that teacher's classroom unless
65 the teacher consents.](#)
66

67 Cross References:

68 [Policy IGAJ, "Driver's Education and License Eligibility"](#)

69 [Policy JGD, "Short-Term Suspension"](#)

70 [Policy JGDA, "Long-Term Suspension, 365-Day Suspension, and Expulsion"](#)

71 [Policy JGDC, "Weapons, Bomb Threats, Terrorist Threats, and Clear Threats to Safety"](#)
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