

Activity Steps (continued)

Next: He sees James, the best student in his math class, in the hallway as he walks into the Club.

Next: He remembers that others liked it when he was mean to James – they laughed and high-fived him – Jordan thought it was funny to see James’ face all twisted with sad feelings.

Next: Jordan says “Hey James– you are such a nerd in math!”

Next: James starts to tear up and runs in the other direction. Will and Jasmine were watching from the other room.”

1. Divide students into pairs or small groups. Assign each group one of three roles: bully, target, or witness. Ask youth to answer three questions in their groups:
 - a. What was the person feeling during the incident? What was happening in their bodies? What kind of thoughts were they having?
 - b. What action strategy for managing emotions could the person use?
 - c. What thought strategy could they use – what could they say to themselves to manage their emotions? Think of several ideas.
2. After youth have answered the questions in their pairs or small groups, open the discussion for the whole group.
 - a. Encourage youth to share their answers to the questions.
 - b. Ask if they noticed any similarities in the feelings the people in different roles had.
 - c. What would happen if the bully used emotion management strategies – breathing or positive self-talk – when he was upset about his test grade?
 - d. How would the strategies help the witnesses to the bullying incident?

SESSION #11: WHEN YOU ARE BEING BULLIED

Overview:

Youth will learn how to respond to a situation in which they are being bullied and will role play strategies to seek help. (Can be done in the same session as Sessions #12 and 13.)

Materials:

“When You are the Target of Bullying” tip sheets, one per person

Icebreaker:

1. Check in on the Mood Meter
2. Think of a time when someone you know helped you. What did they do for you and how did it feel?

| | |
|-----------------------|--|
| Introduction | Today we are going to learn strategies to use when you are being bullied. |
| Activity Steps | <ol style="list-style-type: none"> 1. Give each member of your group a copy of the “When You are Bullied” tip sheet. 2. Ask youth to read the tips, asking only youth who volunteer to read (avoid asking youth who do not volunteer as they may not read well and may be self-conscious or embarrassed). 3. Come up with or ask youth to come up with 3-5 bullying situations – or use an example of a bullying situation from a previous lesson. 4. Divide the large group into pairs or smaller groups and ask them to practice using the tips they learned to do the following: <ol style="list-style-type: none"> a. Ask a friend for support b. Ask a friend to help you tell others that a story about you is not true – without retaliating and making the situation worse c. Ask a friend to go with you to tell an adult d. Tell a trusted adult about the problem 5. Debrief: <ol style="list-style-type: none"> a. Which tips do you think would be most useful to someone who is being bullied? b. Was there anything that surprised you about the tips you learned today? |



SESSION #12: WHEN YOU WITNESS BULLYING

Overview:

Youth will learn how to respond to a situation in which they see someone being bullied and will role play strategies to seek help. (Can be done in the same session as Sessions #11 and #13.)

Materials:

“What to do When You Witness Someone Being Bullied” tip sheets, one per person, Technology to show video if used as an icebreaker

Icebreaker:

1. Check in on the Mood Meter
2. Listen to the song at this link and discuss what it means to youth:

<https://www.youtube.com/watch?v=8N8NjnafLBU&feature=youtu.be>

This song is from Her Song, a musical about the lasting impact that bullying and mean behavior can have. It is performed by youth from Stand Up and Speak Out (SUSO), an organization founded by 4-time Emmy nominee producer /songwriter Jill Nesi. To learn more about the organization and the musical, visit:

<http://www.standupandspeakoutmusical.com/>

| | |
|-----------------------|---|
| Introduction | Today we are going to learn strategies to use when you witness someone being bullied. |
| Activity Steps | <ol style="list-style-type: none"> 1. Give each member of your group a copy of the “When You Witness Someone Being Bullied” tip sheet. 2. Ask youth to read the tips, asking only youth who volunteer to read (avoid asking youth who do not volunteer as they may not read well and may be self-conscious or embarrassed). 3. Come up with or ask youth to come up with 3-5 bullying situations – or use an example of a bullying situation from a previous lesson. 4. Divide the large group into pairs or smaller groups and ask them to practice using the tips they learned to do the following: <ol style="list-style-type: none"> a. Offer support to a person who has been bullied b. Help the person figure out how to respond c. Enlist others to support the person d. Seek help from a trusted adult e. Talk to the person who was hurtful to ask them to stop (only in safe situations) 5. Debrief: <ol style="list-style-type: none"> a. Which tips do you think would be most useful to someone who is being bullied? b. Was there anything that surprised you about the tips you learned today? c. What did you learn by role playing the situation? |

SESSION #13: WHEN YOU HAVE TREATED SOMEONE BADLY

Overview:

Youth will learn what to do when they have treated someone badly and will role play strategies to make things right. (Can be done in the same session as Sessions #11 and #12.)

Materials:

“If You’ve Treated Someone Badly or Been Accused of Being a Bully” tip sheets, one per person

Icebreaker:

1. Check in on the Mood Meter
2. Think of a time you have apologized to someone and felt good about it. Facilitator shares first about a time when s/he said ‘I am sorry’ to a family member or friend, then asks youth to share.

| | |
|-----------------------|---|
| Introduction | Today we are going to learn strategies to use when you have treated someone badly or been accused of being a bully. |
| Activity Steps | <ol style="list-style-type: none"> 1. Give each member of your group a copy of the “If You Have Treated Someone Badly or Been Accused of Being a Bully” tip sheet. 2. Ask youth to read the tips, asking only youth who volunteer to read (avoid asking youth who do not volunteer as they may not read well and may be self-conscious or embarrassed). 3. Come up with or ask youth to come up with 3-5 bullying situations – or use an example of a bullying situation from a previous lesson. 4. Divide the large group into pairs or smaller groups and ask them to practice using the tips they learned to do the following: <ol style="list-style-type: none"> a. Apologize to the person who was hurt b. Make it right with other youth who witnessed the incident c. Seek help from a trusted adult about how to make things right 5. Debrief: <ol style="list-style-type: none"> a. Which tips do you think would be most useful to someone who has hurt another person? b. Was there anything that surprised you about the tips you learned today? c. What did you learn by role playing the situation that you can use in your life? d. Can you think of other things the person who hurt another could do to make things right? |

SESSION #14: DEVELOPING A PUBLIC SERVICE ANNOUNCEMENT (PSA)

Overview:

Youth develop a PSA on bullying, this process will likely take more than one day.

Materials:

Tips for bully prevention PSAs, PSA idea sheet – one per group, Storyboard worksheets – 3 to 4 per group, video equipment if you plan to record your PSA

Icebreaker:

1. Check in on the Mood Meter
2. Ask youth to form pairs. Ask them to identify a favorite commercial and talk about what was memorable about it. For example, what is it about the “Just Do It” Nike commercial that makes it so memorable? Pairs share their commercials and why they like them with the larger group.

Introduction

Today we are going to have some fun creating our own Public Service Announcements – PSAs – for bully prevention and intervention. A PSA is like a commercial, but instead of selling a product, it sells an idea that helps others. Our PSA will focus on what we can do to prevent or respond to bullying using what we have learned about our emotions.

Activity Steps

Generating Ideas

Lead youth through the following steps:

1. First, let’s form groups of threes and get some background information.
2. Pass out the guidelines with the list of features that make a good PSA about bullying. Spend a few minutes reading the highlights of a ‘good’ PSA. Discuss why these are important features of a good PSA.
3. Next – in your groups, decide who your target audience is – younger kids, middle school age, adults, girls, boys, or other groups – your choice.
4. Decide what you want to say in your PSA – what is your ‘message’ and what do you want your audience to feel and think when they watch the PSA.
5. Use the PSA idea handout to write down your ideas. You will use this as you begin to write the script for your PSA.

Activity Steps (continued)

Storyboard

Lead youth through the following steps:

1. In your groups, fill in your storyboard handouts. Use the frames to draw pictures (or stick figures) of what will happen in your PSA. Make sure to keep your audience and your 'take away' message in mind.
2. In the lines below the picture, write down what each character will say. Label their words with the feeling words that describe how they may be feeling and how they should say their lines.
3. Frame by frame, finish your story board and refine your message. Make sure that it tells the story you want your audience to walk away with.
4. Brainstorm and write three to five discussion questions to accompany your PSA.

Practice

1. Assign roles and read through the PSA. Pay close attention to how emotions are being expressed as characters say their lines. Are the emotions believable? Are you using what you learned about expressing emotions? Will your audience feel the way you want them to feel?
2. Practice your PSA until everyone knows their lines.

Performing or Video Recording Your PSA

1. Act out or "Perform" your PSAs for the rest of the program participants and, if possible, invite other youth from the Club to be the audience. If possible, video record the PSAs so that they can be shared on your Club's website or shown to parents when they pick up their children.
2. Arrange other opportunities for youth who have developed the PSAs to perform them.

BULLYING FEELINGS TIMELINE WORKSHEET



How are the characters feeling?



How are the characters feeling?



How are the characters feeling?



How are the characters feeling?



How are the characters feeling?



How are the characters feeling?

TIP SHEET FOR ADULTS

If you hear that a Club member was the target of bullying behaviors or if a member reaches out to you and asks for help, what can you say or do?

Safety first! If you find out the situation involved psychological harm or physical threats to another person **take immediate action because everyone's safety is priority.** Make sure the target, the alleged perpetrator(s), and any bystanders are safe. Make contact with them and ask if they want to sit with you or want to be with someone else. If anyone feels unsafe, they should not be alone. Once safety has been established, separate conversations with all parties can begin. Club policies must be followed.

Before you talk with the youth involved, check in with your own feelings. Recognize the emotions you have about the situation, and, most importantly, if your own emotions are strong, take a moment to manage them before you talk with the Club member. Taking a deep breath, using positive 'self-talk' like saying to yourself, "I want the best for this member so I will do my best to stay calm when we talk," can help you get into the right mindset so the conversation stays positive and the Club member feels supported.

Remember, you are the role model. Feelings are contagious. By staying calm, Club members will more likely be calm and learn how to deal with challenging situations. If you notice you are upset and not sure you can be calm, hold off until you feel ready to have the conversation.

When a Club member wants to talk to you about a bullying situation or something that happened that made them upset, keep the following in mind:

1. **Take it seriously.** They have come to you as a trusted adult to listen and help them solve a problem they are having. Your ability to listen and understand their feelings and experiences will mean everything to them. Avoid comments like, "Let's not make a big deal about this – bullying is just a stage every kid goes through."
2. **Avoid rushing to judgment.** Bullying is a serious accusation. Staying calm and going into the conversations with an open-mind will help all parties, and will help you uncover what happened and how the 'bullying' (or perception of bullying) may have begun.
3. **Find the best time and place to have the conversation.** Find a private place to talk with the Club member so you will both be comfortable and the member will have privacy and feel safe to talk freely. If you need to set up a later time to talk, preferably the same day as an incident is reported, make sure the member knows when and where you will talk.
4. **Be a good listener and talk through the problem without interruption.** Every report deserves an empathic conversation whether or not it falls into the category of 'bullying'. Use gentle exploration and empathy. Avoid putting words into the youth's mouth, assuming you know how the youth is feeling, or jumping to conclusions. Use a calm and steady voice throughout the conversation, and avoid using harsh or accusatory language, which can result in the child either shutting down or becoming more upset. Also avoid being judgmental or critical about what behavior they were engaged in before the incident – that can be the focus of a different conversation, but the focus now is on the bullying behavior that occurred.
5. **Give your unconditional support.** No matter what has happened, let the Club member know you will listen to them. Allow them to get the full story out without interrupting or criticizing them. The member needs to feel emotionally safe in order to be open and honest with you. Reassure them that their bullying experience was not their fault and that you will help them try to resolve the problem.
6. **Make sure you understand fully what happened.** Get the details! You will need to have separate conversations with all parties, including the target, the person accused of bullying, and any witnesses. Interview all parties separately.

– interviewing the person accused of bullying and target together may cause additional stress for the target.

7. **Never encourage youth to fight back – physically or verbally.** That could make the bullying situation worse and could result in the target getting in trouble or hurt.

8. **Avoid making promises you can't keep.** You cannot guarantee that the bullying will not happen again, but you can reassure the member that you will do your best to make sure that their life at the Club, or when they leave the Club, doesn't get more difficult. Assure them that, unless there is an immediate threat, you will keep conversations as private as they want you to. You should avoid talking about what will happen to the bully, as well.

9. **Consult others at your Club and/or your Club's policies.** Most programs serving young people have policies to guide responses when bullying incidents occur. These policies will outline what to do next about both reporting and handling the incident.

Conversation starters

- "I'm so sorry this happened to you and I'm glad you told me. Can you tell me more about what happened? Is this the first time or has this happened before?" And, most importantly, "How are you feeling?" and "What can I do to help you to feel better?"
- "That sounds upsetting I can understand why you are feeling angry, afraid, sad, embarrassed. Let's go find a quiet place so we can talk privately."
- "I'm so glad you told me. You did the right thing – I promise I will do my best to help you manage this. Let's talk about some options."

Next steps and Considerations

- Based on what you learned from exploring the situation — whether the behavior is classified as bullying or simply mean behavior — decide on the appropriate action that aligns with your Club's policy. If there is any reason to believe a Club member is in danger, report the incident immediately, and make sure the member who was the target of bullying is safe – and, not alone - until the situation has been handled effectively.
- The member might not want to do anything because they are afraid of losing a friendship, escalating the situation, being bullied again, or are uncomfortable expressing themselves. Some kids don't want to be seen as a "tattle tale" and are afraid of getting someone in trouble. It's important to know if that is the reason the member does not want to do anything. Then, you can explain the difference between "tattling" and "telling and reporting" Tattling is about getting someone in trouble – usually when something is not dangerous. Telling someone that you have been bullied isn't tattling, it's getting the necessary help you need to stop the bullying behavior and to ensure your own and others' safety."
- If the incident is not bullying or the situation poses no danger to the youth involved, you can facilitate a conversation or a mediation session where the youth exhibiting bullying behavior listens to the target's concerns and a plan of action to repair the situation – make it right – is developed. This can involve an apology, replacement of a damaged item, or, if the bullying involved the target's reputation, a statement to others that statements made or rumors spread were not true.
- Be clear about the consequences and follow through with them. If the behavior violates Club policy, ensure consequences are aligned with the policy, including family involvement. If the behavior does not violate Club policy, reinforce your group expectations for the way youth treat each other and establish consequences in line with those expectations.

- Check in with the Club member periodically -- Do they feel that the situation they came to you with has been resolved? Do they need more help or guidance? It's critical to check-in with the member regularly about how their relationship is with the youth who engaged in the bullying behavior.
- Does the target have a support network of friends and family? Have you encouraged the member to reach out to people she/he trusts? Social connection and support help a young person feel less alone in their situation and can help prevent further bullying.
- Regularly review norms around acceptable behaviors in your group and clearly state that mean or cruel behaviors are unacceptable. Make it clear that it is a club goal to ensure that everyone in the Club feels safe while they are there and that there are policies and consequences for violating them.

How to Respond to the Club Member who has Bullied another Member

If you find out a Club member was the perpetrator of bullying behaviors, what would you say or do?

Just as when you speak with the Club member who was bullied, you need to be a role model and use effective communication strategies with the young person accused of bullying. Follow these basic steps to address the problem with the member who engaged in bullying behavior:

Safety first! If you find out the situation involved psychological harm or physical threats to another person take immediate action because everyone's safety is priority. Make sure the target, the perpetrators, and bystanders are safe. Once safety has been established, separate conversations with all parties can begin. Club policies must be followed.

Before you talk with the youth involved, check in with your own feelings. Recognize strong emotions you may have about the situation, and, most importantly, manage them before you talk with the Club member. Taking a deep breath, using positive "self-talk," like saying to yourself, "I want the best for this member so I will remain calm when we talk" can help you get into the right mindset so the conversation stays positive.

Remember, you are the role model. The Club member is learning about the best and worst ways to respond to challenging situations - like bullying - from watching you. Remember, how you respond and the feelings behind them can be contagious. If you stay calm, the accused member will more likely be calm themselves and can learn how to deal with challenging situations effectively. If you notice you are still upset and not sure you can stay calm while talking to the child, hold off until you feel ready to have the conversation.

Keep the following in mind:

1. **Find the best time and place to have the conversation.** Find a private place to talk with the Club member so you will both be comfortable and the member will feel safe to talk freely. If you need to set up a later time to talk, preferably the same day as an incident is reported, make sure the member knows when and where you will talk. Avoid having the conversation in a public place where others will hear and the youth engaged in bullying behavior will be embarrassed – this could make the situation worse.
2. **Avoid rushing to judgment.** You likely will have strong feelings about what happened, especially if the youth disappointed you with their mean behavior. However, it is important for you not to express those judgments. Try your best not to say things like, "What's wrong with you?" Rather, say something like "I am disappointed that this happened. This is serious – it is not ok for you or anyone else to spread rumors/say mean things/threaten, etc."
3. **Find out what happened.** Find out exactly what happened, how long it has been happening, and if anything has

happened after it has been reported. Your background knowledge of the youth's relationship with the child who was bullied could influence how you discuss and handle the situation. Avoid bringing the target and 'perpetrator' together so that the target does not experience additional stress. If the perpetrator asks to speak with the target, it may be best to seek the help of a counselor or social worker if available.

4. Communicate your Club's values and policies. Let the member know that bullying behavior is unacceptable and that there will be consequences. Tell the member what the consequences will be, according to policy. Importantly, remind your youth that key values like kindness, respect, and empathy are important in every community and it is each individual's responsibility to behave in a way that reflects these values.

5. Stay firm. If the youth begs you not to do anything, or does not want to do anything, let them know that their behavior is not acceptable and that there will be consequences. Let them know that these consequences were created to value and protect everyone in the Club community. It is critical that you follow through with whatever consequences were set depending on the severity of the incident.

6. Create a plan with the member to take responsible action. Facilitate a conversation where you and the youth engaged in bullying behavior develop a plan to make amends with the target. Your action plan should follow your Club's policy and be done in consultation with other professionals in the Club. If you have a psychologist or social worker available to you, discuss the situation with them. The plan should also include a process for the youth engaging in bullying behavior to learn emotion regulation strategies for more effective coping and kinder ways of self-expression.

7. If you determine that the incident does not require reporting, work with the Club member on the best way they can apologize. Decide whether they can do it alone, or if they need your guidance in coming up with the language to make an authentic, meaningful apology. Also, if appropriate, and you are trained to do so, facilitate a conversation or a mediation session where you and the perpetrator come to a decision about steps they can take to make amends with the target. This does not have to involve contact between the target and the perpetrator.

8. Provide support to the child who engaged in bullying. These young people are often the targets of bullying themselves and are in need of support. Use the same good-listening practices (empathetic, non-judgmental) when speaking with the person who has bullied another child as you would with the target of the mean behavior, and reassure them that you will help them try to resolve the problem.

Conversation Starters

Use these conversation starters if you find out from someone else that a Club member has been engaging in bullying behavior:

- "Tell me about what's been happening between you and X."
- "I have heard that you were unkind – even mean – in talking to/posting about [name]. I'm very disappointed to hear this. It's not OK to intentionally hurt someone else, and you must stop immediately. Tell me exactly what happened so we can figure out the best way to handle this."

Use this conversation starter if a Club member discloses to you that they have been engaging in bullying behavior:

- "It took courage for you to tell me this when you know that hearing it would be disappointing to me and when you know that there will be consequences. It's never OK to say or do mean things/spread rumors/etc. Let's sit down and talk through the situation so we can figure out the best way to handle it."

WHAT TO DO WHEN YOU ARE THE TARGET OF BULLYING

There are three main things that you need to do when you are the target of bullying:

- a. Manage your emotions
- b. Seek support from adults and peers
- c. Don't retaliate!

One of the most important things to remember is that bullying is never your fault, and it can happen to anyone. Bullying might make you feel embarrassed and like you're all alone, but you're not alone. Reach out to someone you trust to help you through the situation. No one should ever have to tolerate being bullied.

When you are in the situation:

- Stay calm. Take a few deep breaths. Clear your mind so you can make the best possible decision about whom to contact and what you want to say them.
- Do not approach the person who bullied you when you're upset.
- Tell someone you trust. If you've been threatened or you're worried about your safety, talk to someone you trust immediately.
- Reach out to a close friend, a family member, a teacher or even the authorities.
- Be safe. Never risk being alone with anyone who makes you feel unsafe.
- If you talk to the person, use simple and direct language, remain calm.
- Don't retaliate. Don't try to get even or put the person who bullied you down.
- Don't do or say something you might regret later.

For minor incidents, like teasing or a single instance of saying mean things, try this...

Just ignore it. Take a deep breath and let it go if it's something that doesn't really matter to you and won't affect your reputation. People who bully are looking for a response, show them you have the upper hand!

It's possible the person really is just trying to be funny and not hurtful. *Ask them.... You can say something like, "Hey, NAME – what you did wasn't funny. I don't like it, please don't do it again." You can add, "Will you please tell everyone that what you said was a joke, to make sure people know it wasn't true."*

If you know they are doing it intentionally, you can say, *"Hey, what you did/said made me very uncomfortable. Please don't do it again."*

For more upsetting incidents, when you are upset but not in danger, try this...

1. *Try to stay calm. Trying to get even may just make things worse.*
2. *Contact someone you trust for help. Send a message or call someone you trust like a close friend, family member, or someone at your school who can give you good advice.*

Here are some example conversation starters to use with a trusted friend or adult:

"NAME is spreading mean rumors about me which aren't true and everybody believes them. I don't know what to do. Please help me figure out how to stop NAME from doing mean things to (e.g., posting mean photos) about me."

“Please help me deal with NAME and figure out how to let other people know the rumor isn’t true.”

If you are talking to a friend, you might say, *“Can you come with me to talk to my mom/dad/teacher? I could use someone with me to back me up.”*

3. Report the incident. Give a clear description of what happened, when, where, and who was there, which can help prove what is going on and who started it.
4. Keep a record of what happened. If the bullying is online, take screenshots of the post/photo. You may need it later to share with others if the behavior doesn’t stop.

If you feel your safety, or the safety of someone else is threatened, like someone won’t stop stalking you, posting explicit photos, threats of physical harm, sexual harassment, extortion, try this...

Talk to a trusted adult and contact the authorities immediately if you feel your safety is in danger. The authorities or an adult can help you take the necessary steps to protect your safety. If you are in immediate danger, dial emergency services.

Here are some examples of what you can say to a trusted friend or adult:

“NAME, has threatened to hurt me after school today and I’m really nervous. I need your help with this right away.”

“Please help me figure out how to deal with NAME who is threatening me. I’m really scared.”



WHAT TO DO WHEN YOU WITNESS SOMEONE BEING BULLIED

There are five main things that you need to do or keep in mind when you see someone being bullied:

- a. Manage your own emotions
- b. Provide support and friendship to the person who has been bullied
- c. Seek help from an adult
- d. Don't stand up if it's not safe
- e. Don't retaliate

Helping a friend who is being bullied is the right thing to do.

The first thing to do when you witness bullying or a friend tells you about something that happened is to manage your own emotions. When you are witnessing the bullying, it can be frightening. Take some deep breaths to calm yourself down. If the situation is not physically safe for you to stand up in that moment, remind yourself that you can help your friend afterward. If you're worried about your friend's safety, talk to the authorities, or a trusted adult at home or school immediately.

How you can help the person being bullied

One of the most effective things you can do to stop someone from being bullied is to be their friend. Bullies often pick on people they see as weak and alone. If you and others show that you support the person being bullied, the bullying will often stop. Here are some things you can do to help the person feel supported:

- Talk to the person about it. Let them know you are there for them, that they are not alone, and that you want to help them best handle the situation. Your encouragement and support will mean everything to them.
- Remind the person that they haven't done anything to deserve this and no one should be bullied.
- Offer to hang out with your friend at school, at the Club, or on weekends. Making them feel supported and heard can be helpful for a friend who has been bullied.
- Talk to other friends who care. Ask them to include the person in their conversations at school or at the Club. Help build a support system for the person who has been bullied.
- Check back with the person over time. Give them a call or hang out with them to see how they are doing and to continue to let them know you care.

Another thing you can do to support the person being bullied is help them figure out how to respond.

- Make sure you have the support you need to help your friend. Involve other friends, or others you trust. Everyone's safety is a priority.
- Help them decide how to behave in front of the person who bullied them and encourage them not to be alone with the person who bullied them, if you feel the situation may be dangerous.
- Try to help them avoid escalating the problem or reacting in an aggressive way towards the person who bullied. Trying to get even can make things worse and also makes the cycle continue. You can say something like, "I think that trying to get back at them will only make things worse so that's not a good idea – how would you like to handle the situation in a positive way? How can I help? What would you like me to do?"
- Encourage your friend to talk with a trusted adult. Everyone needs support through difficult times.

For minor incidents, you can give your friend the following advice...

Just ignore it. After talking with your friend and deciding together that the incident was not that big of a deal, suggest they "let it go." People who bully are often looking for a response, don't give it to them!

Examples of what you can say are:

“NAME, your friends are not going to take this seriously. You can just ignore it. If the person doesn’t get a reaction, maybe they will stop.”

“NAME, let’s talk to NAME together to give him/her the benefit of the doubt. Maybe s/he was just kidding.”

For more upsetting incidents, but not ones that put your friend in danger, try this...

- If your friend agrees and it’s safe, you and/or your friend could approach the person who bullied and ask them to stop. There is no guarantee the person will stop, but it’s worth a try.

Here are examples of what you can say:

“Hey, NAME, what you did wasn’t funny and it makes NAME upset. It’s not cool to say/do mean things like this. Please stop.”

“Hey, this is wrong. You should stop it, apologize, and make it right.”

“Hey, that thing you said/did about/to NAME is mean and disrespectful. You really need to stop it. It’s not cool.”

- You can help your friend find support from a trusted adult. Help them send a message or call someone trusted like a close friend, family member, or someone at your school who can give you and your friend good advice.

You can say something like:

“Let’s talk to someone who can help us. Who do you trust the most to give us good suggestions? We can go together to talk to them.”

“It makes sense that you are really upset about this. Let’s talk to an adult right away. Who do you think is best? We shouldn’t try to handle this on our own.”

If you feel your friend’s safety is threatened...

- Talk to a trusted adult and contact the authorities immediately. The authorities or an adult can help you take the necessary steps to protect your friend’s safety. If your friend is in immediate danger, dial emergency services. Let them know exactly where your friend is located. *You can say something like, “NAME, has threatened to hurt NAME after school today and I know s/he is really nervous. S/he could really use your help with this right away.”*



WHAT TO DO IF YOU'VE TREATED SOMEONE BADLY OR BEEN ACCUSED OF BULLYING

If you were just playing around

We all make mistakes and sometimes do things that we regret. If you realize what you did was wrong and feel sorry for what you did, it is important to make it right.

The first thing to do is to apologize to the person you hurt. You can say something like:

"On Thursday, I did something that was disrespectful. I thought it was funny, but I now realize why you were upset. I apologize and want you to know that I am sorry and won't do it again."

If you don't really know what you did to upset the person or why people are saying that you are a bully, you can approach the person you are accused of bullying and say,

"I'm so sorry for what I did. I had no idea that what I said was so hurtful. I really didn't mean to hurt you. Please let me know what was wrong with what I said so I can be sure not to do it again. Can you accept my apology? Please let me know if there is anything else I can do."

You can also talk with friends to get their support:

"NAME just sent me a message saying that they were hurt by what I said. I'm not sure what I did wrong. I really didn't mean to hurt NAME. Do you know why NAME was so hurt? I want to apologize, but just don't know what to say."

If you meant to hurt the person but want to apologize, you can say,

"NAME, I am very sorry for what I did. I understand why you are upset. I'm going to ___ (stop doing that/take down the photo/post right away). I should never have done that. I hope you will forgive me."

You may also want to talk with your friends about the incident:

"I was not thinking when I ___ (did that/posted this message about NAME), I'm so sorry that I hurt them! Everyone is saying mean things about me, and I don't want to be seen as a bully. Please help me figure out how to apologize to NAME and everyone else."

If you did something to retaliate because you feel that someone hurt you first, it is still important to apologize and prevent the cycle from repeating.

Here are some examples of what you can say:

"NAME, what I just did was not okay and I'm sorry. I was upset about what you said to me the other day and instead of telling you I [did ___]. I still feel that what you said was wrong too. I want to apologize and I hope you can too. I'll let everyone know that what I did was wrong and hope you will too."

You may also want to speak with friends who saw you retaliate. Here are examples of what you can say:

"On Thursday, I did something that was really disrespectful. What I said was not true and I apologized to NAME. We agreed that we were both wrong."

"I need to talk to you. Last week NAME said something that made me really mad so I [did/said] something mean about them. I know it was wrong, but in that moment, I felt justified in doing it. I want to apologize, but I don't know what to say. I think we were both wrong and think we should both apologize to each other and all our friends."