



INTERVENING DOS AND DON'TS - PART I

STEP	DO	DON'T
 <p>Step One Stop the bullying situation.</p>	<p>Stand between the campers who bullied and the camper who was bullied.</p> <p>Set ground rules for all participants (e.g. "I want you each to stand here, listen, and not talk.")</p>	<p>Don't get into a physical or verbal tussle with any camper.</p> <p>Don't send any campers away - especially bystander(s).</p> <p>Don't ask about or discuss the reason for the bullying or try to sort out the facts now.</p>
 <p>Step Two Support the camper who has been bullied.</p>	<p>Stand close beside the camper who has been bullied.</p> <p>Make minimal eye contact - just enough to gauge their emotions.</p> <p>Consider physically comforting the camper (e.g. pat camper on the shoulder) only if you think it will not cause embarrassment or loss of control.</p>	<p>Be careful in showing too much overt attention to the camper who was bullied. Too much sympathy (when expressed in public) may be uncomfortable to the camper.</p> <p>Don't ask the bullied camper to tell you what happened.</p> <p>Don't offer lots of sympathy (words of actions) on the spot - wait until later.</p>
 <p>Step Three Address the camper who bullied.</p>	<p>State what you saw/heard; label it bullying.</p> <p>State that it is against the rules (e.g. "the words I heard you use are against our rules about bullying.")</p> <p>Use a matter of fact tone to let camper(s) who bullied know exactly what behaviors are not okay and why.</p>	<p>Do not accuse - simply state the facts ("I saw..." or "I heard...").</p> <p>Don't engage campers in a discussion or argument about the facts. Remind them to listen and not talk.</p>



INTERVENING DO'S AND DON'T'S - PART II

STEP	DO	DON'T
 <p>Step Four Empower the bystanders.</p>	<p>Praise bystanders with specific comments about things they did to help, even if they were not effective.</p> <p>If they took no helpful action, use a calm, supportive tone to let bystanders know that you noticed their inaction.</p> <p>If appropriate, suggest something they could do now to help the camper who was bullied.</p>	<p>Don't scold bystanders for not getting involved.</p> <p>Don't ask bystanders to state what happened or explain their behavior at this point.</p>
 <p>Step Five Impose immediate and logical consequences.</p>	<p>A verbal reprimand is likely to be the first reaction. In addition, you may want to take away some social opportunities from the bullying campers as your role and relationship with them permit.</p> <p>Let the campers who bullied know you will be watching them closely to be sure there is no retaliation against the camper who has been bullied.</p> <p>If these campers are not members of your group, notify their primary counselor so they know what happened and what disciplinary action was taken.</p>	<p>Do not scold.</p> <p>Don't institute a reparation plan on the spot. Follow up later.</p>
 <p>Step Six Follow up after the bullying situation.</p>	<p>Plan a follow-up meeting with the camper who was bullied and their parents (as appropriate).</p> <p>Keep an eye on the situation and make sure the camper who was bullied knows they should report any future bullying.</p> <p>Try to involve the camper with a positive peer group, so they aren't isolated or alone.</p>	

*Materials for this document based on information found at www.stopbullying.gov/respond/on-the-spot