

Advocating

for your child with the school

1



Determine the impact bullying has had on your child and if therapeutic help would be beneficial

Resources available through NAMI Chicago:

- www.namichicago.org/helpline

2



Research your options and understand the law

Ensure that your school's bullying policy is updated with Illinois' requirements:

- [Illinois Bullying Prevention Statute](#) HB 3425, amended and signed by Gov. Pritzker effective June 12, 2023
- [Illinois State Board of Education Student Care Bullying Prevention Policy](#)

3



Document

Create a chronological timeline:

- Take/keep screenshots and or videos
- Document names of children, parents, teachers, school administrators, etc., who were involved, witnessed the incident(s), or otherwise have direct knowledge of the incident(s)

4



Report

Once screenshots/videos are taken:

- Block the bully's account and report the bullying to the online platform
- Report to school's administration
- If your child is in serious danger, file a police report immediately



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Request and meet with appropriate school administrator

The goal is to work with school administration with a focus on helping and protecting your child

Initial Communication & Documentation

- Before the meeting, review your school and/or district's policy on bullying and cyberbullying
- Prepare questions you may have regarding the policy
- Provide clearly documented materials to the school, include dates and time stamps all in chronological order

Collaboration with the School

- Inquire about working together with the school to support your child
- Ensure a plan is in place for your child's safety on campus
- Ask the administrator to help coordinate support from the school counselor if necessary

Notification & Compliance with Laws

- Confirm that parents/guardians of every bully involved will be notified within 24 hours
- Emphasize the legal requirement under [Illinois' Bullying Prevention Policy – HB 3425](#)

Understanding the School's Investigation Process

- Discuss the school's process for investigating bullying incidents
- Highlight the 10-day requirement for completing the investigation (per Illinois' Bullying Prevention Policy – HB 3425)

Agreement on Actionable Steps & Timelines

- Before leaving the meeting, ensure clear actionable steps are established
- Agree upon a timeline for completion

Follow-Up and Documentation

- Document and reiterate the plan of action
- Confirm dates and timelines for completion
- If no response from administration, follow up and document each follow-up in writing
- Stress the importance of adherence to agreed-upon timelines

Escalation to Legal Counsel if Needed

- If the school fails to meet responsibilities and informal processes are unsuccessful, secure legal counsel. [Link here](#) for a directory of attorneys

