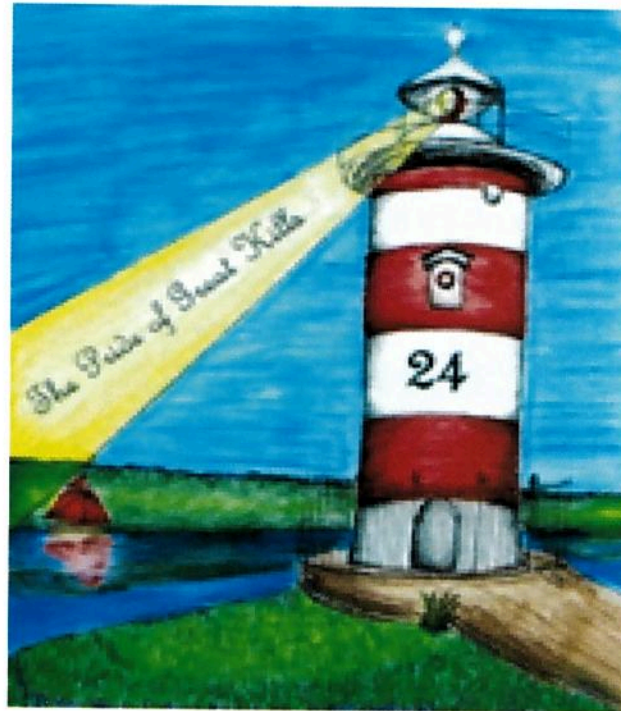


***MYRA S. BARNES INTERMEDIATE SCHOOL 24***

***STATEN ISLAND, NEW YORK***



***STUDENT/FAMILY HANDBOOK***  
***&***  
***NYC DoE Family Guide to Student Social***  
***Media***

# **STUDENT/PARENT HANDBOOK**

## **MYRA S. BARNES INTERMEDIATE SCHOOL 24**

**225 Cleveland Avenue  
Staten Island, New York 10308**

**Telephone: (718) 982-4700**

**Fax: (718) 356-5834**

**Web Site: [www.barnes24.org](http://www.barnes24.org)**

### **PRINCIPAL**

**Lenny Santamaria**

### **ASSISTANT PRINCIPALS**

**Eileen Barone  
Deric Borrero  
Richard Gilberto  
Julianna Tramontana**

### **PARENT COORDINATOR**

**Barbara Nuzzolo**

## **PRINCIPAL'S MESSAGE**

**Dear Students and Parents:**

**Welcome to Myra S. Barnes Intermediate School! I know that you are all happy to be here. The change from an elementary school to an intermediate school has probably also caused you to feel somewhat anxious and uncomfortable because you are unfamiliar with the staff, building and ways of doing things.**

**This handbook has been prepared to help you become familiar with your new school. Refer to it often and ask questions. We are here to help you.**

**I wish you good luck and happiness in your years at Myra S. Barnes Intermediate School and I hope the next three years are profitable ones for you.**

**Sincerely,**

**Lenny Santamaria  
Principal**

## **MISSION STATEMENT**

**Myra S. Barnes Intermediate School is dedicated to the belief that all students can meet high standards of excellence.**

**The school will provide a positive and supportive environment for all students, staff and parents. This will emphasize the school and commitment in ensuring the children's cognitive, creative and social growth. All our students will develop academic and social skills and responsibilities which will enable them to become productive and law-abiding citizens of the community.**

## **MYRA S. BARNES**

**Miss Myra S. Barnes, for whom our school is named, was known as Staten Island's "Fighting Lady" because of her tireless fight for civic progress in the borough.**

**She was an English teacher at Port Richmond High School. After her retirement from teaching in 1943, she began her one- woman drive for island improvements such as new and better schools, cleaner homes and surroundings, improved bus and ferry transportation, a city college, and water and air pollution control.**

**She was a self-elected representative of the Island at City Hall public hearings where she won the respect, admiration and occasional fear of the city officials as a speaker in discussing Island problems.**

**Miss Barnes, born in New York in 1880, was a descendant of Roger Barnes, a pre-Revolutionary War landowner of Staten Island who had bought his land from Queen Anne of England.**

**She resided in New Dorp from 1920 until her death in 1962.**

## **SCHOOL COLORS**

The school colors are red and white.

	<b><u>BELL SCHEDULE</u></b>
<b>Homeroom</b>	<b>7:40 - 7:57</b>
<b>1</b>	<b>8:00 - 8:42</b>
<b>2</b>	<b>8:45 - 9:27</b>
<b>3</b>	<b>9:30 - 10:12</b>
<b>4</b>	<b>10:15 - 10:57</b>
<b>5</b>	<b>11:01 - 11:43</b>
<b>6</b>	<b>11:47 - 12:29</b>
<b>7</b>	<b>12:33 - 1:15</b>
<b>8</b>	<b>1:18 - 2:00</b>

## **TRAFFIC REGULATIONS**

### **IN THE HALLS**

- 1. Walk to the right.**
- 2. Walk in double lines. Do not run.**
- 3. Move quickly and quietly.**
- 4. Follow the instructions of the Teachers.**
- 5. Be courteous.**

### **IN THE STAIRWELLS:**

**Follow traffic patterns to use correct staircases at all times.**

## **ROOM PASS**

Any student requesting to leave the classroom must have the permission of the teacher. The teacher will issue a room pass or a written pass for you to carry while you are out of the room. All students must use the agenda book to leave the classroom.

**NO STUDENT IS TO WALK THROUGH THE HALLS DURING CLASS PERIODS WITHOUT A PASS ISSUED BY A TEACHER.**

## **SCHOOL SAFETY**

### **1. FIRE DRILL:**

#### **a. Signals**

3 Gongs, repeated: 3-3-3. Your teacher will lead you to the street.

1 Gong or Whistle -

Return to the building.

#### **b. Rules**

1. **DO NOT TALK DURING THE ENTIRE DRILL!**

2. Listen for instructions. Always follow the instructions given by your teacher.

3. Move quickly but without running.

4. Everyone must leave the building.

## **TRANSPORTATION**

Students must ride the bus to which they have been assigned. All sixth graders must live at least 1 mile from the school in order to be eligible for the yellow school bus and all seventh and eighth graders must live at least 1 1/2 mile from the school in order to be eligible for the yellow school bus. All other students will be given Metro cards for half or full fare.

## **BUS TRANSPORTATION**

The school does not determine bus stops. The Office of Pupil Transportation determines bus stops (OPT: 718-392-8855 or [www.optnyc.org](http://www.optnyc.org)). At registration, *only if your child is bus eligible*, you will be given a choice of stops nearest to your home. For grade 6 you must live 1 mile or more and grades 7 & 8 you must live 1 ½ miles or more.



## **ATTENDANCE REGULATIONS**

**Your record of attendance is recorded in Homeroom. Each teacher will also monitor your attendance throughout the day.**

**We also utilize a telephone messaging system to notify families of student absence.**

**A student returning to school after an absence must present a note from a parent explaining the reason for the absence. Your Homeroom teacher will send the note to the Attendance Office where it will be kept on file for the entire school year.**

## **LATENESS TO SCHOOL**

**Lateness to school can almost always be avoided by allowing enough time to get to school.**

**Plan to be at the school on time. It is better to be 10 minutes early than 10 minutes late. If you report to school after the late bell, report to the Attendance Office for a late pass before going to your class.**

**It is important that, if you are requested to report to another teacher or part of the building, you show an excuse pass to your subject teacher. If, at any time, your lateness is unavoidable, you should present a note from your parents explaining the reason for your lateness.**

## **LATENESS TO CLASS**

**You are late to class if you are not in your subject room by the time the "late bell" sounds.**

**There is ample time between periods to go from one class to another without being late. Walking at a slow pace or stopping to "visit" with friends in the hall will result in inexcusable lateness. If a teacher detains you, get a pass from that teacher explaining why you are late.**

## **SCHOOL CLOSURES**

**The citywide decision to close or delay the opening of school during stormy weather can only be made by the Chancellor. The decision will be made as early as possible prior to 6:00AM on the affected day. Television and radio stations, such as WINS (1010AM) and WCBS (880AM), will broadcast information on school closings and delays. You may also check [www.schools.nyc.gov](http://www.schools.nyc.gov)**



**YOU - THE STUDENT**  
**Intermediate School Code of Behavior**

1. I will never, knowingly, by word or deed, injure anyone's person, feelings or property in any manner.
2. I will always respect the religious beliefs of others as I will respect my own.
3. I will show courtesy to other people at all times, particularly to my elders.
4. I will abide by the laws and regulations of my school and community.
5. I will be honest with myself and others, and I will practice cleanliness of mind and body at all times.

**CURRICULUM OFFERINGS**

Your program will consist of seven classes a day. Grade Six subjects consist of:

English Language Arts  
World Language  
Talent

Mathematics  
Physical Education  
Science  
Social Studies

Special Subjects (Talent Classes) include:

Music/Band  
Computers/Technology

Media Studies  
Performing Arts/Chorus  
Visual/Graphic Arts

**Note:** Your program will offer you a wide variety of experiences and many opportunities to learn as much as you can to prepare yourself for High School.

**CLASS PLACEMENT**

A student may be placed in an Honors class based on the following criteria:

- A Level 4 in both ELA and Math.
- A second criteria of a power score may be used where we combine your scale score in ELA/Math.
- Fourth Grade ELA and Math Exam Scores will be utilized for placement.
- If and when NY State exam scores do not exist we will also refer to student attendance and punctuality for fifth grade along with grades.

**DAILY SUPPLIES**

You are expected to come to school prepared to participate in every one of your classes and to do any work required in the various subjects. Therefore, you should bring with you to school each day the following supplies:

Transportation Pass (Metrocard)  
Pens/ Sharpened Pencils/Highlighters  
Agenda Book  
Notebooks

**Textbooks (only if required by Teacher. Otherwise textbooks remain at home). Sneakers on days you have Physical Education are mandatory. There are no Physical Education uniforms.**

**(White-out is not permitted in school.)**

**You are not allowed to leave any books or supplies in school overnight unless told to do so.**

**Therefore, you should only bring to school the books you need for that day. Be prepared!**

**DRESS**

**We recommend that you dress appropriately for school. One can still dress individually without violating the standards of good taste. Short skirts, short shorts and skimpy tank tops are inappropriate for school. Hats may not be worn in the building. Pajamas are also not permitted.**

**GYM CLOTHES**

**All students are required to wear appropriate dress for Physical Education classes. Sneakers are a must and are the only approved footwear in PE classes. No formal uniform is required.**

**CARE OF BOOKS**

**The Department of Education supplies all students with textbooks. They are lent to you with the understanding that you will take care of them and return them promptly when you are finished with them. They are very expensive and will be used by many other students over the years.**

**Here are some helpful hints:**

- 1. Write your name, class and date in ink on the name-plate on the inside cover.**
- 2. Cover your books and keep them covered.**
- 3. Do not write in the books.**
- 4. Never leave your books in desks or in the closets overnight. This is a violation of school rules.**
- 5. If you should misplace a book, report it immediately to your teacher.**
- 6. If you find a book belonging to another student, give it to your teacher.**
- 7. If a book is damaged or lost, you will have to pay the cost of replacing it. If the book is found at a later date, and proper identification can be made, you will receive a refund.**
- 8. Bring your books to school whenever your teacher asks you to do so.**
- 9. When you move or are transferred to another class, return all books to your teacher.**
- 10. Your teacher keeps a record of books distributed and returned. Your book account must be settled before graduation or promotion to the next grade.**



## **HOMEWORK AND STUDY**

Homework is an important part of your class work and is your personal responsibility. Your teacher will not be able to look over your shoulder to see that you do it. However, your teacher will consider your homework record as part of your report card mark.

You will be given homework assignments in your subjects almost every day. Homework may be a written assignment or it may be to study. Intelligent handling of homework and study will pay off in increasing your learning and your success in the various subjects. You cannot expect to do well at Barnes without doing your assignments.

It is wise to keep a careful record of the homework assigned to you by writing the assignment in your agenda. When you complete the assignment at home, put it in the proper section of your notebook so that you may have it ready for class the next day.

## **SOME HINTS ON HOW TO STUDY**

1. Find a quiet place at home where there are no distractions.
2. Use proper lighting in the study area.
3. Have all the materials, books and equipment in your study area. This saves time having to look for them in other parts of the house.
4. Do not study when you are tired.
5. Plan to study at approximately the same time every night. Develop the habit of studying at a fixed time. Select a time that fits into the family schedule so that interruptions will be at a minimum.
6. Do a little studying every night. Do not cram for exams. If you study as you go along, there will be no need to spend exhausting hours studying the night before an exam.
7. Have a snack before you begin so you will not be distracted by a grumbling stomach.

## **EMERGENCY CONTACT**

You will be required to fill out an Emergency Contact Card when you first enter our school. This card will provide the school with the address and telephone number of your parents, neighbor, or relative in case they have to be notified in the event of an emergency. This card will be kept on file in the Attendance Office.

In case of an emergency, report to a teacher who will notify the Attendance Office.

## **CAFETERIA**

### **BREAKFAST:**

I.S. 24 provides a free breakfast program. The breakfast program will begin at 7:10AM daily.

### **LUNCH:**

All parents are required to complete the necessary forms to apply for free or full price lunch. You may also apply at [www.applyforlunch.com](http://www.applyforlunch.com)

If you prefer, you may send your child with a lunch from home. However, you must still fill out a lunch form in September. *Please do not send any liquid in a glass container with your child's lunch.*

## **ABSOLUTELY NO SODA!!**

\*\*\*\*\*Snacks and water are available for purchase almost daily in the cafeteria\*\*\*\*\*-

## **ILLNESS**

**If you become ill in school, follow these steps:**

- 1. Tell your teacher.**
- 2. Your teacher will write a pass to refer you to the Attendance Office.**
- 3. If you do not feel well enough to remain in school, the Attendance Office will telephone your parents to advise them to come to school to escort you home.**

**When your parents arrive at the school to take you home, they must sign you out in the main office.**

## **PERMANENT RECORD CARD**

**A cumulative record card for each student is kept on file in school. This record contains such information as name and address, parents' names, records from previous schools, standardized test scores, pupil's health records, report card final marks for all grades, service to the school, attendance, etc.**

**Your record card follows you to high school. This card, then, provides a complete record of your entire school career.**

**At graduation from high school, the permanent record card is used in giving reference for college or employment.**

## **CHANGE OF ADDRESS**

**If you should move to a new address, you are to notify the Main Office. Bring a note from home listing your new address and telephone number. You will need proof of address (phone bill, rent receipt, etc.) before your records will be changed.**

## **REPORT CARDS**

**Report cards are distributed four times a year. Student progress is provided by communication by individual teachers throughout the year through Agenda books, Pupilpath, phone calls and/or team meetings (when necessary).**

**The purpose of a report card is to report to you and your parents the rating of your scholastic achievement and conduct for each of the four marking periods, each one from 8 to 12 weeks long.**

**You will receive two kinds of marks:**

- 1. You will receive a numerical grade in each subject from your subject teacher. 65 is the passing grade. Honors students are required to maintain an 85 average.**
- 2. You will also receive a mark in conduct in each of your subject classes.**
  - E = Excellent Conduct**
  - S = Satisfactory Conduct**
  - N = Needs Improvement**
  - U = Unsatisfactory Conduct**

3. Attendance and punctuality are also recorded on the report card. Your report card tells you and your parents where improvement is to be made.
- When you receive your report card, have your parents sign their name and then return the card to school on the next day.
- Try to get a good report card. It takes serious effort, good citizenship and hard work and study to get a report card that you can be proud of.

### **PARENT-TEACHER CONFERENCES**

Four times a year Parents/Guardians will be invited to school to participate in Parent-Teacher Conferences. These interviews serve several purposes:

1. To show your parents the work you have completed in school.
2. To give your parents an opportunity to discuss your work or any ways to assist you better. Your parents are always welcome to come to school at any time to discuss your work with your teacher.

They may call the school or write a letter requesting an appointment to speak to any of your teachers.

### **GUIDANCE**

Everyone, at one time or another, finds that he needs help in solving his academic, social or personal problems.

There are many people at Barnes ready to help you. Besides your subject teachers and your official teacher, you may seek the advice of our Guidance Counselor or your Grade Supervisor and Dean.

### **HONORS AND AWARDS**

Honor Certificates are awarded in the following areas:

#### **Principal's List:**

- 90 average and above.
- No grade below 85 in any subject.
- No "N" or "U" in conduct
- Satisfactory attendance and punctuality (95%)

#### **Honor Roll:**

- 85 average and above.
- No grade below 80 in any subject.
- No "N" or "U" in conduct.
- Satisfactory attendance and punctuality (90%)



**Perfect attendance:**

- No absences for the marking period
- No lateness for the marking period.

**Outstanding Conduct Award:**

- All “E’s” in conduct

Arista candidates are honored at the annual Arista Ceremony.

At graduation, awards can be issued for scholastic achievement, service, citizenship and perfect attendance.

**DEFICIENCY NOTICES**

**Referrals** are issued for serious infractions and are sent to the Assistant Principal who takes appropriate action after meeting with the student. A copy of the referral becomes part of the student’s discipline file.

**Section Sheets** are carried by a monitor in each subject class to all classes. All teachers will make notations on the class section sheet and rate the class work and conduct each period.

**RULES OF CONDUCT**

Students are expected to follow rules set by the school. They are to be considerate of each other. Making boisterous noises, door slamming, running in the halls, marking on the desks, walls or lockers, chewing gum, pushing while on line, and talking while others are talking are examples of poor conduct.

**SCHOOL NURSE**

There is a DOE Registered Nurse on staff every day. When a child is ill, he/she are sent to the nurse’s office. The nurse will take their temperature and care for the minor cuts and bruises. If the nurse deems it necessary, she will contact you (or your emergency contact) to take the child home. If your child has an ongoing medical condition, you are requested to speak with the nurse at 718-982-4701 for further instructions. Medications including aspirin or Tylenol are to be given out by the school nurse.



## Parent and Family Guide to Student Social Media Guidelines: 13 and Older



#NYCSCHOOLSTECH

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Family members today have a new role: helping children behave safely and responsibly when they are using social media, whether for fun or for learning. This guide is designed to help you do that. Recently, the New York City Department of Education (NYCDOE) worked with our teachers, librarians, and students, and partnered with **Common Sense Media** <<https://www.commonsensemedia.org/>> to develop guidelines for students 13 and older for the effective use of social media. These guidelines focus on four areas: digital image, responsible posting, considering consequences, and cyberbullying. There are infographics for each of the areas, created by NYCDOE students and teachers for use by students and teachers, which you may also want to share with your child. You can find the guidelines and the infographics on our website at [schools.nyc.gov/SocialMedia](https://schools.nyc.gov/SocialMedia).

## Create the Digital Image You Want

To control their own digital images, young people must consider how they want the world to identify them. This includes aligning their individual goals with their online images, standing behind their own words, and understanding that families can be helpful partners. The following activities are designed to help you work with your child to create a responsible and accurate digital footprint.

Family Activity	Why it Helps
<p><b>Headline Exercise</b> If your child was the subject of a newspaper article, what headline would she want to see with that article? Write the headline. Talk about what the headlines of friends, families and famous people might be. You can also watch the video at <a href="http://tinyurl.com/TheOneSentenceProjectVideo">http://tinyurl.com/TheOneSentenceProjectVideo</a> to hear how other students have answered this question. Review the types of photos and posts you and your child have in your current online spaces. Do they match the headline you'd both like to see? If not, how might future posts address that?</p>	<p>Sets the stage and gets the conversation going.</p>
<p><b>Digital Footprint Assessment</b> Have different family members take this quiz: <a href="https://www.surveymzmo.com/s3/2245969/Digital-Footprint-Quiz">https://www.surveymzmo.com/s3/2245969/Digital-Footprint-Quiz</a> and compare results.</p>	<p>Family members can see similarities and differences in how they each may be perceived online. This prompts discussion about what they can do to improve their online images.</p>
<p><b>Imagining Your Audience</b> Remind your child that many people are potential audience members for his online image. What would he like his teacher to see? How about a College Admissions officer? Or an employer? What about a potential date? Discuss what he can do to update his image and improve the way he is perceived.</p>	<p>Puts the child in control of his digital image.</p>
<p><b>Review your Own Profile</b> You can take steps to improve your digital footprint or help your child with hers. Some places to start are simply creating profiles in places like Google (<a href="https://profiles.google.com">https://profiles.google.com</a>), About.Me (<a href="https://about.me/">https://about.me/</a>), and Flavors.Me (<a href="http://flavors.me">http://flavors.me</a>). Look at other students' profiles and discuss what you like and don't like. Consider if there is anything that your child may want to delete or untag to more accurately reflect the image she wants to convey.</p>	<p>Provides an opportunity for family members to work side by side to control their online identities.</p>



## Additional Resource

"Common Sense on Privacy and Digital Footprints." *Family Tip Sheet*. Common Sense Media, 2012. Web. 10 Mar. 2014. <<http://www.commonsensemedia.org/sites/default/files/9-12-familytip-privacyanddigitalfootprints.pdf>>

## Post Responsibly – Be Mindful of Your Audience

You play a key role in ensuring your child is posting responsibly. The NYCDOE Internet Acceptable Use and Safety Policy (<http://schools.nyc.gov/RulesPolicies/InternetAcceptableUse>) reminds parents that they are responsible for teaching their particular family values to their children. You can help your child post in ways that best represent the values for which your family wants to be recognized.

Family Activity	Why it Helps
<b>Set Up an Account Together</b> Once your child is old enough to create an account (typically, 13), you should set up social media accounts and review default privacy settings together. Make sure your child is only having online friendships and conversations with people you know and approve of.	You can see this process through your child's eyes and he can see your genuine interest in her success and safety online.
<b>Use Current Events</b> Events in the news and situations with friends and family provide great ways to discuss responsible posting. When stories come up, discuss with your child how would handle the situation. Don't focus only on what not to do. It's also important to identify examples of people using social media use for social good, a great online presence, or any other positive outcome.	Keeps the conversation current and authentic. It provides a ready answer to the question, "Why do we need to know this?"

## Additional Resources

"Family Tip Sheet: Common Sense on Boys, Girls, and Media Messages, Middle & High School." *Digital Literacy and Citizenship in a Connected Culture*. Common Sense Media, 2012. Web. 8 March 2014. <<http://www.commonsensemedia.org/sites/default/files/6-12-familytip-boysgirlsmediamessages.pdf>>

"Kids and Socializing Online." *Consumer Information: Privacy & Identity*. Federal Trade Commission. September 2011. Web. 8 March 2014. <<http://www.consumer.ftc.gov/articles/0012-kids-and-socializing-online>>

"Kids and Socializing Online." *OnGuardOnline.gov*. The Federal Trade Commission. September 2011. Web. 8 March 2014. <<http://www.onguardonline.gov/articles/0012-kids-and-socializing-online>>



## Consider the Consequences of Your Online Actions

It's important for students to think through the consequences of their online actions and to be careful about whom they are including as friends, followers, etc. Students don't always realize that what they do outside of school can have consequences at school, and this is especially true online.

Family Activity	Why it Helps
<p><b>Don't Post Sensitive Personal Information</b> Explain to your child why it's a bad to post your address, birth date, or other personal information and what identity theft means. Use real examples if you can find them.</p>	<p>Creates clear ground rules and stresses the importance of holding back information.</p>
<p><b>Keep Information Private</b> Talk to your child about not sharing passwords with friends and make sure you both know how to prevent computers you share with others from automatically saving passwords. (For example, always log off when you have finished using a site – don't just click out of the browser.) Let your child know that we can each be held responsible for another person's actions when that person uses our online accounts to post information or make purchases.</p>	<p>Opens the discussion about the importance of protecting one's whole self, in both the real and digital worlds.</p>
<p><b>Parental Notification</b> Schools notify parents each year about school or classroom-based social media activities. If you haven't heard anything, talk to your child's teacher, and your child, about what kinds of social media activity is part of her classroom work. Discuss the school's use of social media with your child the same way you would talk about other school work.</p>	<p>Keeps you in touch with what's happening in your child's school so you can take actions to support and guide her social media use.</p>
<p><b>Be Aware of Your Child's Behavior Online</b> You may want to "friend" or "follow" your child. Some families keep a copy of their child's online usernames and passwords; others have a place where all family passwords are kept in case of emergency. Establish rules for what is permissible behavior online for your family and discuss the Student Social Media Guidelines at home. You may also want to buy filtering software or set up a program to track computer and cell phone use.</p>	<p>Helps you stay aware of what's taking place online. It also helps children know their parents are there to support them in safe and responsible use of social media.</p>

## Additional Resources

"Avoid Scams." *OnGuardOnline.gov*. The Federal Trade Commission. n.d. Web. 10 March 2014.

<http://www.onguardonline.gov/articles/0001-avoiding-online-scams>

Bazon, Emily. "Don't Stalk Your Kid Online." *Slate Magazine*. N.p., 14 Feb. 2014. Web. 20 Mar. 2014.

[http://www.slate.com/articles/technology/future\\_tense/2014/02/it\\_s\\_complicated\\_an\\_interview\\_with\\_danah\\_boyd\\_about\\_teens\\_and\\_technology.html](http://www.slate.com/articles/technology/future_tense/2014/02/it_s_complicated_an_interview_with_danah_boyd_about_teens_and_technology.html)

"Be Smart Online." *OnGuardOnline.gov*. The Federal Trade Commission. n.d. Web. 10 March 2014.

<http://www.onguardonline.gov/topics/be-smart-online>.

"Understanding Social Media: Encouraging Responsible Digital Citizenship and Social Media Use." *NYC Department of Education: Rules and Policies*. NYC Department of Education, Division of Family and Community Engagement. n.d. Web. 10 March 2014. <http://schools.nyc.gov/NR/ronlyres/7A8FE940-0015-403C-9487-E7B28431A4D6/0/socialmedia41513.pdf>



## Take Threats of Cyberbullying Seriously

Cyberbullying is the use of electronic technologies to hurt or harass others. Examples include creating or circulating offensive text messages or emails, posts that are not true and create rumors, and embarrassing photos. The guidelines give students suggestions about what to do when someone they know is being targeted, or if they are being targeted themselves.

Family Activity	Why it Helps
<p><b>Know Your Child's Friends At School</b> Learn the names of your child's friends and what kinds of activities they do together. If you suspect your child is cyberbullying or is the victim of cyberbullying, you may want to report it to your school's guidance counselor, Respect for All liaison, or another member of the school staff whom you trust.</p>	<p>Helps families recognize personalities and situations that may become problems.</p>
<p><b>Stay Aware of Behavior At Home</b> Pay attention if your child's behavior suddenly changes. Some signs of cyberbullying (both being bullied, as well as bullying) are: withdrawal from daily activities, getting upset when online or texting, quickly closing out of applications when an adult walks by, or avoiding discussions about what she is doing on the computer.</p>	<p>Helps family members spot cyberbullying and intervene before it escalates.</p>
<p><b>Know What to Do If Your Child Is The Bully</b> If you suspect your child is bullying someone, it's important to understand the situation. Try to determine the underlying issues and come up with a plan to address and correct the behavior with your child. Your child's school Respect for All liaison or guidance counselor can help you with this.</p>	<p>Families don't need to go through these situations alone. The NYCDOE has professionals and resources to support you.</p>
<p><b>Start the Dialogue</b> Family media agreements will help you have a discussion about how to be responsible online. You can find forms for these agreements online: <a href="http://www.common sense media.org/educators/parent-media-education/family-media-agreements">http://www.common sense media.org/educators/parent-media-education/family-media-agreements</a></p>	<p>By setting clear expectations and establishing boundaries, you make future conversations on the subject much easier.</p>
<p><b>Encourage Your Child to Speak Up</b> When your child notices that someone he knows is not being treated right, encourage him to support the victim, whether by privately telling the victim that he is sorry for what she is going through or by speaking up publicly. Try to find real examples of this from your life or in the media and discuss with your child the different ways he might respond.</p>	<p>Shows that there are alternatives to bullying. Standing up against abuse can give your child confidence and deepen his empathy.</p>
<p><b>Point Out Positive Contributions from Other Young People</b> Encourage your child to stay positive in online communities. Point out examples of others who participate this way, like the students who are part of <a href="http://stuvoice.org/">http://stuvoice.org/</a>. Discuss with your child the different ways she can help keep things positive.</p>	<p>Helps you show your child how social media can be used positively.</p>



## Additional Resources

"Cyberbullying." *U.S. Department of Health & Human Services*. n.d. Web. 19 Mar. 2014.  
<<http://www.stopbullying.gov/cyberbullying/index.html>>

"Family Tip Sheet: Common Sense on Cyberbullying." *Digital Literacy and Citizenship in a Connected Culture*. Common Sense Media, n.d. Web. 21 Mar. 2014.  
<<http://www.commonsensemedia.org/sites/default/files/uploads/pdfs/6-12-familytip-cyberbullying.pdf>>

Hinduja, Sameer, Ph.D., and Justin W. "Cyberbullying Warning Signs: Red flags that your child is involved in cyberbullying." *Cyberbullying Research Center*. 2009. Web. 21 Mar. 2014.  
<<http://cyberbullying.org/cyberbullying-warning-signs/>>

"Respect for All." *New York City Department of Education*. n.d. Web. 21 Mar. 2014.  
<<http://schools.nyc.gov/RulesPolicies/RespectforAll/default.htm>>

"Tip Sheet: Technology and Youth: Protecting Your Child from Electronic Aggression." *Center for Disease Control and Prevention*. n.d. Web. 21 Mar. 2014. <<http://www.cdc.gov/violenceprevention/pdf/ea-tipsheet-a.pdf>>

"What to Do If Your Child Exhibits Bullying Behavior." *Anti-Defamation League*. 2012. Web. 21 Mar. 2014.  
<<http://www.adl.org/assets/pdf/education-outreach/What-to-Do-if-Your-Child-Exhibits-Bullying-Behavior.pdf>>

