

# Respect Routines

## Stop Routine

### Step One:

If someone treats you or someone else in a way that feels disrespectful, use the School wide "Stop Phrase"

### Step Two:

If the person Stops, say "cool" or "OK" and move on with your day

### Step Three:

If the person does not stop, decide whether to ignore the person or seek support

### Step Four:

If you decide to ignore, don't look at or talk to the person. If you decide to Seek Support, select a school adult to approach and ask for support.

## Stopping Routine

If someone uses the School wide Stop Phrase toward you:

### Step One:

Stop what you are doing, even if you don't think you are doing anything wrong

### Step Two:

Remind yourself "No big deal if I stop now and don't do it again"

### Step Three:

Say "OK" to the person who asked you to Stop and move on with your day

## Bystander Routine

If you observe someone using the Stop Strategy, and the perpetrator doesn't stop, do one of 3 things:

- Use the Stop Strategy toward the perpetrator
- Ask the recipient to go with you, and leave the area.
- Comfort the recipient later by saying something like "I'm sorry that happened. It wasn't fair".

# Respect Routines



## Seeking Support Routine\_(Recipient Response)

If you use the School wide Stop Signal and the person doesn't Stop:

### Step One:

Decide whether to ignore it or seek support

### Step Two:

If you seek support, select a school adult to report to

### Step Three:

Approach the adult, and say "I'm having a problem with \_\_\_\_\_. I asked her to Stop and she continued".

### Step Four:

If the adult doesn't have time to help solve the problem right then, ask the adult when they would have time and make an appointment.



## Adult Providing Support Strategy

If a student approaches you with a problem involving disrespectful behavior:

### Step One:

Say "Thanks for telling me"

### Step Two:

Listen empathetically. Ask if this is the first time; who/what/when where

### Step Three:

Ask the student if he/she used the Stop Phrase

### Step Four:

Ask the student if the person who didn't stop is likely to retaliate if confronted by an adult about their behavior

### Step Five:

Help the student select a course of action. Possibilities include:

- Filing a harassment report
- Mediation
- A safety plan for minimizing contact
- Letting it go ("I just needed someone to listen to me")
- Check In with the student who reported to you – within a day or two – to find out if the disrespectful behavior has stopped
- Check In with the student a couple of weeks later to find out if the disrespectful behavior is still absent