
Planning a Conversation about Bullying

Use **POP** to plan an intentional conversation:

PurposeDetermine the overall purpose for the intentional conversation. Ask yourself, “What do I want to accomplish, overall, as a result of this conversation? What issue(s) must be addressed?” _____

Outcome(s).....Consider the 2-3 outcomes which must be accomplished during the conversation so that the overall purpose will be met. Ask yourself, “What do I want the person to know or agree to do? In what order shall these outcomes be accomplished during the conversation?”

Procedure(s).....Think ahead about: _____

- data which demonstrates a pattern of bullying behavior;
- how the data will be used to find common ground or build shared knowledge about the bullying behavior;
- which key questions will promote reflection; and,
- what major messages must “get across” to accomplish the outcomes about the bullying behavior.

Also, ask yourself, “How will I check for understanding during the conversation to make sure the person/group has heard and understands the key points and/or major messages about his/her bullying behavior?”

Remember to keep bringing the focus back to what the school needs, not what the bully needs.

Action Steps.....Decide what action steps will be taken, if appropriate, as a result of this conversation. These action steps for the person should be very specific, including timelines. Determine what support and/or resources are needed. Informal or formal steps?

Assessment.....Determine how the effectiveness of this conversation will be assessed, immediately, and over time. Ask yourself, “How will I know the conversation was effective and the outcomes achieved? What questions can I pose or what observations can I make...now or later?”

Follow-up.....Depending on the overall purpose of this conversation, it may be wise to follow up with an informal, emailed reminder or a more formal “memorandum of understanding”.