Appendix Q
Site Visit Interview Protocol: School Resource Officer (SRO)

U.S. Department of Education State Bullying Laws and Policies Implementation Study
Field Interview Protocol
School Resource Officer (SRO)

The U.S. Department of Education is sponsoring a study about bullying in schools. The purpose of the study is to find out how districts and schools are implementing state laws and policies related to bullying. We are asking you to share your observations about bullying among students on your school campus and your experiences responding to bullying situations. [SCHOOL NAME] has been randomly selected as one of 24 school sites nationally to participate in the bullying study. You have been invited to participate in this study because you may be knowledgeable about bullying practices in this district or on this school campus.

POTENTIAL RISKS OR BENEFITS OF PARTICIPATION
There are no anticipated risks involved in taking part in this study. Participation may not benefit you personally. However, the information gathered in this study may be valuable for developing effective policies for responding to bullying in schools.

CONFIDENTIALITY
We will not share information identifying you or your district with anyone outside of the study team except if required by law. No one in your school or district administration will be told of your responses to interview questions and your responses will not be tied to any review or evaluation of your professional performance. Responses will be summarized in individual case studies for districts and schools to provide examples of policy implementation in a manner that does not associate responses with a specific individual and does not identify a school or district by name.

VOLUNTARY PARTICIPATION/WITHDRAWAL
If you agree to complete the interview, you will be considered a participant in a research study on the implementation of state bullying laws and policies. Your participation in the research study is completely **voluntary**. You may decide not to join, to only answer some questions, or to leave the study at any time. There is no penalty for choosing not to participate.

U.S. Department of Education State Bullying Laws and Policies Implementation Study
School Resource Officer (SRO) Interview

Respondent Information	
Interview Questions	**Open-Ended Elaboration**
1. How **long have you worked for the district** in this position? ○ Less than one year ○ 1-2 years ○ 3 -4 years ○ 5-9 years ○ 10 years or more	
2. What are your **specific roles and responsibilities with regard to preventing or responding to bullying problems** on this school campus or in this school?	
3. How much **time** do you spend on bullying issues? [PROBE] • Could you give an estimate of approximately what percentage of your time? ○ Less than 5% ○ 5 to 10% ○ 11 to 30% ○ 31 to 50% ○ 51 to 75% ○ More than 75%	

Problem Definition	
Interview Questions	**Open-Ended Elaboration**
4. **Tell me about bullying that happens among students at your school.**	
4a. How do you **recognize a bullying situation** when you see one? What criteria do you use to determine when a conflict between students should be defined as bullying? What challenges do you encounter when determining whether or not an incident constitutes bullying behavior?	
4b. In what ways are bullying **behaviors disruptive?**	
4c. Where **and when does bullying most frequently occur**?	
4d. Are there **individual students or groups of students** in your school who are more vulnerable to bullying? If so, who are these students, and why are they more likely to be targeted?	

Development of District Policy and Communication

Interview Questions	Open-Ended Elaboration
5. **Tell me about the bullying policy at this school.**	
5a. Were you or someone from your department **involved in developing the bullying policy**? ○ Yes, SRO contributed to policy development ○ Yes, other law enforcement representative contributed to policy development ○ No agency involvement in policy development	
5b. How **familiar are you with the specific requirements** in the policy? ○ Very familiar ○ Somewhat familiar ○ Not very familiar ○ Not at all familiar	
5c. How **clearly does the policy communicate** expectations for how to respond to bullying incidents?	

School Personnel Training

Interview Questions	Open-Ended Elaboration
6. Were you or someone from your department **involved in developing the bullying training**? ○ Yes, SRO contributed to training development ○ Yes, other law enforcement representative contributed to training development ○ No agency involvement in training development	

Reporting and Investigations

Interview Questions	Open-Ended Elaboration
7. **Tell me about your role in responding to bullying situations at this school.**	
7a. Does this school have electronic surveillance? Does the surveillance include computer monitoring software?	
7b. If so, how are these tools used?	
7c. If you witness a bullying situation first-hand, **how do you intervene**? What steps do you take to end the behavior?	

Reporting and Investigations

Interview Questions	Open-Ended Elaboration
7d. How do you **respond when an incident of bullying is reported to you** by a student or school employee?	
7e. How do you **determine whether an incident should be reported to the school administration**? What criteria do you use? Is there a formal reporting procedure?	
7f. Are you required to complete a **standardized complaint or reporting form**?	
7g. What **triggers a formal investigation**?	
7h. What is your **role in conducting the investigation**?	
7i. Are there any **steps taken by the school to safeguard victims or witnesses** from further bullying or retaliation?	
7j. How are reported **incidents resolved**?	
7k. Do you **maintain formal records of bullying incidents and investigations** campus? [If YES] Who **receives these reports**? **How are they used**?	

Consequences and Law Enforcement Involvement

Interview Questions	Open-Ended Elaboration
8. **Tell me about the rules or guidelines for reporting to law enforcement when bullying violates a criminal law.**	
8a. Has the district or school administration **established formal guidelines** for referring incidents to law enforcement?	
8b. Is law **enforcement reporting mandatory** for acts of bullying that may constitute a criminal offense (e.g., possible assault) or does the school have discretion over reporting? ○ Yes, SRO or school administration must report incidents ○ No, reporting is at the discretion of the SRO or school administration	
8c. What are the **advantages or disadvantages of mandatory reporting** of bullying behavior to outside jurisdictions?	

Consequences and Law Enforcement Involvement

Interview Questions	Open-Ended Elaboration

8d. Is there mandatory **parental notification to inform parents** that bullying involved a criminal offense?
    ○ Yes, required parental notification for bullies and victims
    ○ Yes, required parental notification for bullies only
    ○ Yes, required parental notification for victims only
    ○ No parental notification is required	

Policy Application and Effectiveness

Interview Questions	Open-Ended Elaboration
9. Tell me about some of the challenges associated with implementing the bullying policy in this school? **[PROBES]** • What are the particular components or requirements of the policy that are most challenging to put into practice? • What is it about these components that makes them challenging? • How have you coped with these challenges? What have you done to resolve them in particular cases? • What (additional) steps would help you put the policy into practice in your school?	
10. Are there components or requirements in this school's bullying policy that stand out as particularly effective in addressing bullying? If yes, what are these components? What makes these components of the policy effective?	
11. How **effective** are your school's bullying policies in reducing bullying problems? [PROBES] • Which problems are most effectively addressed? • Which problems are least effectively addressed? • What specific policy components or requirements contribute most to effectiveness? • What specific policy components or requirements contribute the least to effectiveness?	

12. Have you **observed any changes in the school environment** since the bullying policy has been implemented?
    ○ Increased awareness of bullying
    ○ Increased reporting of incidents
    ○ Increased consistency of enforcement
    ○ Improved school climate
    ○ Reduced frequency of bullying
    ○ Other: _____	

Policy Application and Effectiveness

Interview Questions	Open-Ended Elaboration
13. What **advice would you give to others schools** that are developing bullying policies and programs?	
14. What **kinds of further support** could the school or district administration provide **to help you deal with bullying more effectively**?	