



SCHOOL POLICY – ANTI-BULLYING

ANTI-BULLYING POLICY

INTRODUCTION

1.1

The school is committed to providing a caring, friendly and safe environment in which all pupils are able to thrive without feeling in any way intimidated by the behaviour of others. Bullying of any kind is unacceptable and all staff should seek at all times to confront bullying behaviour. All staff, upon employment will be issued with a copy of this Policy on Anti - Bullying.

OBJECTIVES

- All management, teaching, administrative and support staff, pupils and parents should have an understanding of what bullying is.
All management, teaching, administrative and support staff should know what the school policy is on bullying, and refer to it when bullying is reported.
- All pupils and parents should know the school's stance on bullying and what to do if and when bullying arises.

The School takes bullying seriously. Pupils and parents should be assured that they will be supported when bullying is reported.

Bullying will NOT be tolerated.

PUPIL ANTI -BULLYING POLICY

The School believes that every pupil has the right to enjoy their time at CIS without having to endure any form of bullying. Bullying is a serious offence that attracts grave consequences, it is contrary to the values and ethos of the school and will not be tolerated. Whilst it is difficult to give one precise definition of bullying, we regard bullying to be any behaviour by another individual or group which is intended to make another pupil unhappy or miserable and which results in pain or distress being caused to the victim, either emotionally or physically.

This may be one specific incident or a sequence of more persistent incidents. It is our belief that all pupils should treat other pupils with dignity and respect at all times and that, in their behaviour towards others, they should always consider the effect this behaviour is likely to have.

Bullying of any kind is never acceptable at CIS. All pupils should feel a sense of collective responsibility to prevent bullying and to report accordingly any suspicions on the act of bullying within the school environment. Staff have a responsibility to respond promptly and effectively to issues of bullying.

It is important to stress that it is the perception of the victim and not the perpetrator that matters: too often perpetrators pass off their behaviour as banter.

Bullying can also lead to psychological damage of the victim and although it is not a specific criminal offence, there are criminal laws which apply to harassment and threatening behaviour.

Bullying can take a number of forms. These include, but not limited to:

Verbal: Name Calling, Sarcasm, Teasing, Spreading Rumours

Physical: Pushing, Kicking, Hitting or any other form of violence

Emotional: Being Deliberately Unfriendly, Excluding, Tormenting to make another feel bad.

Religious: Mocking, Ridiculing or Tormenting Someone Because of their Religious Beliefs. Also fozzing

Sexual: Unwanted Sexual Attention or Sexually

Abusive Written or Verbal Comments.



SCHOOL POLICY – ANTI-BULLYING

Gender Inequality

Cultural: Mocking, Humiliating or Tormenting a Pupil Because of their Nationality or Background (E.G. Their Accent, Manners or Appearance).

Homophobic: Humiliating, Ridiculing or Tormenting Because of their Sexual Orientation.

Racist: Racial Taunts, Gestures Or Written Comments.

Disability: Making comments about obvious disabilities eg. through learning difficulties.

Cyber: as defined below.

Because a child is adopted or is a care - giver.

Preventing bullying is a key factor and to this end the School undertakes to:

- Encourage appropriate behaviour at all times, ensuring pupils know what is expected of them:
- Provide pupils with a copy of the Pupils' Handbook and School Behaviour Policy which underlines these expectations
- Include anti-bullying education at induction and as silto an integral part of the programme of personal, social and health education;
- Raise awareness of bullying and regularly remind pupils of the nature of bullying and the need to ins ensure an anti-bullying culture pervades all areas of school life, e.g. by the use of assemblies etc;
- Educate pupils that forming unhealthy alliances or physical punishments may be a form of bullying and are unacceptable;
- Use the School Council to raise awareness of the brio School's approach to bullying;
- Remind pupils of the role of bystanders in preventing bullying and emphasise that bystanders have a responsibility to intervene appropriately when they witness bullying;
- Ensure that staff and others, such as prefects, who are in positions of responsibility, are aware of avoid the signs and symptoms of bullying and of how to respond;
- Invest in specialised skills and training, as appropriate; to understand the needs of the pupils, including those with SEN or disabilities.
- Discuss the idea of 'different but equal' and not, for example, defining a pupil by his or her colour, religion, disability or sexual orientation.

The School recognises that pupils do not always wish to report bullying, but an open approach is encouraged and it is hoped that any pupil who is being bullied will seek help. It may, for instance, be appropriate to seek help from a senior pupil or prefect rather than a member of staff. Whatever the circumstances, bullying is never acceptable, and it is vital that any victim of bullying feels supported and feels able to report the incident to an appropriate person.

Where the School becomes aware of a bullying incident, it undertakes to respond appropriately. In all cases the aim of the response is to stop the bullying, to ensure that the bully understands why his/her behaviour is unacceptable and to aim to prevent any reoccurrence. Whilst the precise response will depend on the specific circumstances, the following general guidelines will apply:

- All reported instances of bullying will be taken seriously. In deciding how to proceed in a particular case, the School will listen carefully to the victim and discuss with him/her the preferred and appropriate course of action.
- It is recognised that victims are often frightened to report bullying as they fear that the bully will retaliate by escalating the nature of the bullying.



SCHOOL POLICY – ANTI-BULLYING

The School recognises this as typical bullying behaviour and encourages pupils to be confident that the School will deal sensitively with any reported incident

- All incidents will be investigated and serious incidents will be recorded by staff. Where appropriate parents will be informed and may be asked to attend a meeting to discuss the incident.
- Pupils who are found to have been bullying will be encouraged to confront their behaviour and they will be offered help and guidance as to how to correct their behaviour. The motivation for their behaviour should be considered.
- If possible the pupils will be reconciled.
- Where bullying is persistent, appropriate sanctions will be applied. Any pupil who persists in bullying others must understand that he/she may ultimately be expelled from the School.

CYBER-BULLYING

In addition to the Pupil Anti-Bullying Policy, the School will regularly educate the pupils on the ills of cyberbullying. cyber-bullying is defined below:

Cyber-bullying is the use of information and communications technology (ICT), particularly email, mobile phones and the internet, to deliberately upset someone else. It can take many forms, including threats, intimidation, harassment or cyber-stalking by, for example, repeatedly sending unwanted messages or texts.

Bystanders

In cases of cyber-bullying bystanders, or accessories' to the bullying, often have a more active role, e.g. forwarding messages or contributing to chat room discussions. Therefore although not responsible for starting the bullying they are active participants and often make the matter worse. The School makes it clear to all pupils that bystanders have a key responsibility to the School community and to anyone they see being bullied or victimised. They are encouraged not to tolerate such behaviour and to stand up for what they know to be right, for example by telling a member of staff what they have seen or heard.'

Bullying hurts. No-one deserves to be a victim of bullying.

Pupils who bully need to learn to behave appropriately. All members of the School should take responsibility for supporting this stance.

GUIDANCE FOR STAFF

Staff should at all times act as models of appropriate behaviour. In their dealings with pupils and with each other, staff should not misuse their positions of power and they should at all times treat pupils and other staff with respect. Staff should be aware of the contents of the Child Protection Policy and of their responsibilities towards all pupils in the School.



SCHOOL POLICY – ANTI-BULLYING

All staff should be prepared to listen to pupils when they wish to talk about bullying behaviour. It is crucial that pupils can trust staff to take their concerns seriously and to treat their concerns sensitively and with regard to their right of privacy. All staff should seek to regularly reinforce the School's anti-bullying ethos.

While some pupils may report bullying, others may, for a variety of reasons, be unable to do so. Staff should, however, be on the lookout for signs and symptoms of a pupil being bullied. In particular, staff should be concerned if a pupil:

- becomes School phobic;
- becomes withdrawn, anxious or loses confidence;
- becomes unusually aggressive or disruptive;
- changes his or her usual routine (for instance, stops going to the dayroom or to lunch);
- begins to perform poorly in schoolwork;
- has regular illnesses/regularly reports to the medical center
- has possessions which are damaged or continually 'misplaced':
- has unexplained cuts or bruises
- starts to bully others;
- refuses to discuss what is wrong:
- Seems afraid of or jumpy when called or offers implausible excuses for any of the above.

None of the above necessarily indicates bullying, but bullying should be considered a possibility if any of the above occurs and the situation should be investigated.

RESPONDING TO BULLYING

Where staff observe bullying behaviour they should in the first instance confront the bully and reinforce the School's position on bullying. All staff should aim to confront any inappropriate behaviour, including teasing and name-calling. Failure to do so may suggest to pupils that staff are giving their tacit approval to the behaviour.

All incidents of bullying should be reported to the Management. In discussion with the member of staff who has observed the bullying, Management shall set up a committee that will decide the appropriate course of action. It should be remembered that the needs of both the victim and bully need to be considered.

The following options should be considered:

- a) The victim should have a sit - in session with an appointed Staff who should speak to the victim and put in place any necessary support.



SCHOOL POLICY – ANTI-BULLYING

- b) The bully should also have a sit - in session with an appointed staff who should speak to the bully, admonishing and counselling as appropriate. A written record should be kept.
- c) Where an incident involves pupils from one class only, this is generally best dealt with by the Class Teacher. Where pupils from more than one class are involved, the Director of School, or any of the Senior Management Staff should be informed.
- d) Where the incident is deemed to be more serious, the Head of School will be involved. He/She will keep a written record of all incidents referred. He may deem it appropriate to inform parents and/or to apply appropriate sanctions, although it should not be assumed that punishment is always the most appropriate course of action.
- e) All staff, especially the class teacher and the Counsellor, need to record incidents of bullying reported to them in order to identify trends or patterns of behaviour.

GUIDELINES

As a general rule we should in the first instance avoid using punishments to help resolve a problem. It is also important to convey your belief that the pupils involved are not "bad"; are capable of responsible and kind behaviour, and that they will help the victim. In dealing with bullying, you should:

- (a) Interview the victim** Take an account from the victim and really listen. The circumstances are not especially important but the effects are. Note down the feelings and allow the victim to express those at length. It is sometimes useful to get the victim to write down his or her feelings.
- (b) Call a meeting of those involved in the bullying** Where one or two pupils are the chief instigators of the bullying then include observers or those who collude by failing to intervene.
- (c) Explain the problem** Tell the group how the victim is feeling and emphasise his/her distress. Do not discuss the fine details or attribute blame.
- (d) Share responsibility** Do not attribute blame; state that you know that the members of the group are responsible people and can do something about it.
- (e) Ask each member of the group to suggest a way in which the victim could be helped to feel happier.** List all the ideas that emerge and leave it there.
- (f) Pass the responsibility over to the group to solve** About a week later see each group member individually to find out how things are going. You should also see the victim.
- (g) Follow Up** Teachers should check regularly that the bullying problem has been eradicated. Where it persists the tutor should inform Senior Management Staff who will consult with the necessary people involved depending on circumstances they should consider punitive action.



SCHOOL POLICY – ANTI-BULLYING

KEY TO SUCCESS IN TACKLING BULLYING

- Involve parents: ensure that parents reinforce the school's messages and know that their concerns will be taken seriously.
- Involve pupils: all pupils must be clear of the School's approach and understand their role in preventing bullying.
- Training of staff to raise their awareness of bullying so that they may take action to reduce the risk of it at times and in places where it is most likely.
- Regularly evaluate and update the approach. Take into account technological advancements. Carry out pupil questionnaires.
- Implement disciplinary sanctions to ensure that pupils and parents see that the School takes the issue seriously.
- Openly discuss differences between people that could motivate bullying through Assembly, Lessons, etc.
- Make it easy for pupils to report bullying so they know they will be listened to and taken seriously, including incidents outside School.
- Create an inclusive environment where pupils and staff can openly discuss bullying without fear of intimidation or mockery.
- Celebrate success to help engender a positive School ethos.

CODE OF CONDUCT POLICY. FOR PARENTS, GUARDIANS AND VISITORS.

It is important that parents and guardians recognise that educating children effectively is a process that involves partnership between parents, staff and the wider school community, for this reason, it is imperative that a code of conduct be put out to ensure that this partnership works for all stakeholders.

At our school the staff and carers all recognise that the education of our little ones is a partnership between us. We are committed to resolving whatever difficulties that may arise in a constructive manner, via open and positive dialogue. In the event that a misunderstanding which obviously will lead to a bit of frustration may occur, please contact your child's teacher or any Senior Management staff who will be available to meet with you and go through the issue and hopefully resolve it.

In the event that the issue remain unresolved, please follow the school's complaint procedure by requesting for copy of the form from the Admin Office.

This code intends to bear to light the types of behaviours that will not be tolerated and seeks parental agreement to these expectations from Cornelia International School. We request of you to "STOP; THINK BEFORE YOU ACT'. The COC also states actions which the school can take in the event of a breach or where breaches occur.



SCHOOL POLICY – ANTI-BULLYING

BEHAVIOURS THAT WILL NOT BE TOLERATED

- Offensive, disruptive or threatening languages towards others including children, other parents and the community.
- Disruptive behaviour which may interfere or threaten to interfere with any of the schools normal operation or activities anywhere on the school premises.
- Loud display of anger and temper outbursts inside the school or outside its premises.
- Damaging or destruction of school property.
- Sending or circulating of abusive or threatening emails or SMS/voicemail/ or other written form of correspondence/communications including social media) to anyone within the school community.
- The use of physical aggression towards another adult or child, this includes physically punishing your own child on the school premises.
- Consuming alcohol/drugs or smoking anywhere around the school premises or at the car park.
- Approaching someone else's child in order to discuss or chastise them because of the actions of this child towards their own child. (Such an approach to a child may be seen to be an assault on that child and may have legal consequences).
- Breaching school security procedures, e.g. entering school gates without using or respecting the Entry and Exit policies. Attempts to gain entry to any part of the school in disregard of procedure or without permission and appropriate supervision.
- Threatening to do actual bodily harm to a member of school staff, visitor, fellow parent/guardian or pupil regardless of whether or not the behaviour constitutes a criminal offence.

It is important for parents and guardians to make sure any person collecting their child/ward is aware of this policy.

We continue to welcome and encourage constructive feedbacks and encourage parents/guardians to participate fully in the life of our school.

THINK BEFORE YOU POST

In this age of all forms of social media, we ask that social media, whether public or private, should not be used to fuel campaigns and voice complaints against the school, staff, other parents or children.

Cornelia International School, will take very seriously inappropriate use of social media by a parent to publicly humiliate or criticise another parent, member of staff or child.

Social media should not be used as a medium to air any concerns or grievances.



SCHOOL POLICY – ANTI-BULLYING

CIS EXPECTS PARENTS/GUARDIANS TO:

- Approach school staff to help resolve issues after a complaint or concern must have been made.
- Make positive and helpful comments.
- Show respect to all staff, be polite and courteous.
- Patiently seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
- Correct their own child's behaviour, especially where it could lead to conflict.
- Seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
- Understand that parents and teachers need to work together for the benefit of the children.
- Respect the ethos of the school at all times.
- Demonstrate in their own behaviour that all members of the school community should be treated with respect and understand that even if there is conflict due to a member of staff's oversight, parents must remain calm and respectful.
- Try to remain calm and respectful in the event that as a result of a conflict which was brought about by an oversight from a member of staff and respect the investigation process.
- Should any of the above behaviour occur on school premises, the school may feel it is necessary to contact the appropriate authorities and in very extreme and disturbing circumstances, even ban the offending adult from entering the school premises.

Thank you for your cooperation to ensure all children at Cornelia International School remain happy, confident and successful.