

Anti-Bullying Policy

Every student has the right to

- Learn in a safe and friendly place
- Be treated with respect
- Receive the help and support of caring adults

Therefore all educators, administrators, parents and students must collaboratively work together to do away with any sort of bullying behaviour in our school, thus improving student learning behaviour and well-being and the conditions that support these.

Definition of bullying

Bullying is lack of respect to others. It is unwanted, aggressive behaviour that involves a real or perceived power imbalance. The behaviour is repeated, or has the potential to be repeated, over time. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose. Situations of bullying also include threats to a person's sexuality, gender, race and /or religion. Bullying can happen in different scenarios including on-line.

Expected Behaviour

Students are expected to abide by the school rules.

Students are expected to address each other and adults using respectful language.

Students are expected to refrain from any form of physical contact.

Students are expected to make use of technological devices appropriately, keeping in mind respect for themselves and their peers at all times.

Students are expected to understand that we can all be very different from each other in different aspects of our lives.

Prevention at School

Bullying can threaten students' physical and emotional safety at school and can negatively impact their ability to learn. The best way to address bullying is to stop it before it starts. To make schools safer and prevent bullying school staff can:

- Inspire others and maintain a climate of respect and inclusion

- Promote an education based on sound moral values
- Establish rules and see that the rules are adhered to
- Involve the parents and students in the learning process
- Inform the parents about disciplinary actions taken by school and educate parents about this anti-bullying policy
- Help students understand bullying. Talk about what bullying is and how to stand up to it safely. Tell students bullying is unacceptable and make sure they know how to get help.
- Keep the lines of communication open. Listen to the students and understand their concerns.

Procedures:

A. If you are the victim

1. If you feel able to, confront the bully by verbally making him/her aware that you think that what he/she is doing is wrong.
2. Share your feelings with someone else.
3. If possible talk to a member of Staff, the Guidance teacher, the Assistant Head, the Form Teacher, the Spiritual Director. They will advise you on an appropriate course of action, or will be able to involve other people who can.

B. If you are the victim of cyberbullying

1. Talk to a member of Staff, the Guidance teacher, the Assistant Head, the Form Teacher, the Spiritual Director.
2. Print all the evidence related to the bullying incident.
3. You have the right to report this incident at the local police station.

If you are a student who witnessed bullying behaviour

1. Support the victim by offering your friendship and make it clear that in your opinion what is happening to them is wrong.
2. Encourage them to speak out on their own behalf by confronting the bully, or with their permission, confront the bully yourself.
3. Accompany the victim to a trusted adult, or suggest that you see their Guidance or Assistant Head on their behalf.

If you are a member of staff who witnessed an incident of bullying or it is reported to you

1. School staff and other professionals working within all national educational establishments who witness a bullying incident are to immediately verbally intervene to stop the bullying behaviour.
2. When a bullying incident is reported the member of the school staff should listen to the person reporting the incident in a non-judgemental manner.
3. Reporting procedures can be found in Appendix A (Addressing Bullying Behaviour in Schools Procedures).
4. All bullying behaviour is to be brought to the attention of the designated member of staff (the Assistant Heads of the students concerned) and noted on the Incident Report Book (Appendix B).
5. After getting approval from the Head of School the designated member of staff is responsible to ensure that the parents of the student who bullied others are informed by means of a letter (Appendix C in first time episode, Appendix D when the student is involved in a subsequent bullying behaviour). The parents of the victim are also to be informed about the incident.
6. The designated member of staff is to discuss each incident with the Guidance Teacher. Together they can be guided by the Examples of Possible Restorative Consequences identified in Appendix E. Other steps which may be taken include:
 - i) Follow up sessions with Guidance Teacher for both the victim of bullying and the perpetrator.
 - ii) Referral to the Anti-bullying Service (Appendices F, G).
 - iii) Provision of social skills training for the perpetrator.
 - iv) Encourage a circle of friends to support the victim.

Refer to documents ‘Addressing Bullying Behaviours in School’.

