



Woodlem Park
School

...For a Sustainable Growth

Anti-bullying policy

Our Mission: To create vibrant centres for learning which provide a congenial atmosphere for students to excel academically and develop into ethically strong and morally elevated individuals.

Our Vision: To be an institution of Global Excellence in pursuit of disseminating quality education and providing holistic development to create empowered citizens of the world.

WHAT IS BULLYING?

Bullying is a form of aggressive behaviour in which someone intentionally and repeatedly causes another person injury or discomfort. Bullying can take the form of physical contact, words or more subtle actions. Children may feel lonely, unhappy and frightened. It can also make them feel unsafe and insecure. Lack of confidence and disinterest in school activities may be another common effect on students.

Some forms of bullying are-

- **Verbal bullying** - name-calling, sarcasm, teasing, spreading rumours, threatening, making negative references to one's culture, ethnicity, race, religion, gender, academic disability insults
- **Social Bullying** - ignoring, excluding, mimicking, spreading rumours, defaming, graffiti intended to put others down.
- **Physical Bullying** - hitting, punching, pushing, scratching, biting, spitting, tripping
- **Emotional** - being unfriendly, excluding, tormenting
- **Religious** - religious taunts, name-calling
- **Cyber Bullying** - using the internet or text messaging to intimidate, put down, spread rumours or make fun of someone.

Bullying hurts individuals in different ways. No one deserves to be a victim of bullying. Everyone has the right to be treated with respect. We have a responsibility to respond promptly and effectively to issues of bullying. Some people think bullying is just part of growing up and a way for young people to learn to stick up for themselves. However bullying can have long-term physical and psychological consequences.

Hence, at Woodlem Park School we are committed to providing an environment where all students feel safe and secure from any harm by others. This policy aims to provide a set of guiding principles to promote a secure and positive learning experience for all members of our school community.

Objectives:

- To create an environment in which everyone agrees that bullying is unacceptable.
- To make sure that teachers, parents, carers and children have the skills and knowledge to address bullying effectively.
- To ensure that students, parents and staff are fully aware of the referral procedures for reporting bullying incidents and the strategies adopted for supporting those involved in these incidents.

Signs and Symptoms:

Parents and adults need to know the possible signs of bullying and address/ investigate if your child is:

- Withdrawal from family and school activities.
- Wanting to be left alone.
- Shyness
- Stomach ache
- Headaches
- Unexplained injuries
- Lost or destroyed clothing, books, electronics, or jewellery
- Nightmares
- Panic Attacks
- Not being able to sleep
- Sleeping too much
- Being exhausted

School and teaching staff responsibilities

- Provide access to our Anti-bullying policy to all members of the school community via the school website.
- The staff is required to work within the guidelines of the policy and ensure that provisions are made to guide student's behaviour.
- Referring to cases needs to be done to concerned authorities.
- Intervention is to be provided to individuals who bully others.
- Care and support facilities need to be provided alongside measures to tackle the case.

Parent Responsibilities

- Inculcate and encourage the values of tolerance and respect in their homes.
- In case an incident of bullying is brought to your notice, it is advisable to report it to the school as necessary action can be taken.
- Encourage your child to ask for help when needed.

Students:

To prevent Bullying students need to:

- Aim to create a positive school environment for all students
- Respect themselves and others
- Learn to accept individual differences
- Stand up against bullying behaviour
- Support the school policy on bullying

If you are Bullied, you need to:

- Tell the bully to STOP
- Seek help and talk about it to someone you trust
- Report it to a teacher
- Try not to show you are upset- this is hard but a bully thrives on someone's fear
- Stay with a group of friends/people- there is safety in numbers

- Don't fight back as it may make matters worse, however, if you decide to stand up for your rights, talk to a teacher or parent first.

Procedures

- Students must be encouraged to open up to anyone they trust among faculty members so that an adult is aware and kept informed.
- The member of staff would pass on the information to the concerned class teacher. The class teacher tries to resolve the matter but keeps the Supervisor/ Head informed.
- In cases of repeated bullying behaviour, the Counsellor is informed too. Individual Counselling if necessary is done and guidance is provided to help change the behaviour of the bully/bullies.
- Depending on the severity, parents are called for and a meeting is held regarding the same.
- The School may consult the Management in decisions of Suspension or Expelling a student caught in the act of Bullying.
- Any suspicious Bullying behaviour should be brought to the notice of the School and the School will liaise with the Counsellor and designated personnel to address their concerns.
Regular follow-ups with parents will be made until the child feels safe and positive.

Outcomes

- The Bully (bullies) may be asked to genuinely apologise.
- In serious cases, parents should be informed and will be called for a meeting to discuss the problem.
- Exclusion will be considered if the behaviour is not corrected despite repeated correction.
- The bullies or bully may be asked to have a meeting with the School Counsellor to support changes in behaviour and/or coping strategies.
- After the incident/incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

Prevention of Bullying

Preventive measures may include:

- Reading stories about the impact of bullying.
- Displays in school about Anti-bullying and its policy
- Assemblies about Anti-bullying and its damaging effects on students
- Having role–plays in lessons/ classes.
- Having discussions about bullying and the importance of standing against it.

Monitoring and Review

- The Principal monitors the effectiveness of this policy on a regular basis. S/he also reports on the effectiveness of the policy and, if necessary, makes recommendations for further improvements.
- The school keeps a variety of records concerning incidents of bullying.
- The Supervisor keeps a record of any child who is suspended for a fixed-term, or who is permanently excluded.
- This policy will be reviewed annually.

Cyberbullying

Cyberbullying involves the use of information and communication technologies to support deliberate, repeated, and hostile behaviour by an individual or group that is intended to harm others. Cyberbullying can involve Social Networking Sites, emails and mobile phones used for SMS messages and as cameras. It can be used to carry out all the different types of bullying; an extension of face-to-face bullying.

Cyberbullying may be carried out in many ways, including:

- Threatening, intimidating or upsetting text messages;
- Threatening or embarrassing pictures and video clips via mobile phone cameras;
- Silent or abusive phone calls or using the victim’s phone to harass others, to make them think the victim is responsible;
- Threatening or bullying emails, possibly sent using a pseudonym or someone else’s name;
- Menacing or upsetting responses to someone in a chat room; Unpleasant messages sent during instant messaging;
- Unpleasant or defamatory information posted to blogs, personal websites and social

networking sites (e.g. Facebook)

Procedures

Class teachers will be the first point of contact for the student who is bullied. The teacher will then report the case to **the e-safety officer (School Counsellor)**, who will then fill in an incident form and proceed with the investigative measures. Evidence is reviewed and preserved by saving or printing out the documents. All media, systems and sites used are scanned for evidence.

Support for the person being bullied

- Emotional support and reassurance that it was right to report the incident
Advice not to retaliate or reply, but to keep the evidence and show or give it to their parent or a member of staff
- Advice on other aspects of the code to prevent re-occurrence
- Advice on how the perpetrator might be blocked from the individual's sites or services.
- Actions, where possible and appropriate, to have the offending material removed
Advice to consider changing email addresses and/or mobile phone numbers.
- Discuss contacting the police in cases of suspected illegal content.

Working with the perpetrator

- Sanctions and other measures of working with the perpetrator will depend on a case-to-case basis. This is done with the intention of helping the person harmed feel secure and for the perpetrator to recognize the harm caused and not repeat their behaviour.

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