



مدرسة كامبردج انترناشيونال  
Cambridge International School, Dubai

## Anti-Bullying Policy and Procedures

NAME OF POLICY	Anti-Bullying Policy and Procedures
APPROVED BY	Principal
DATE APPROVED	September 2017
DATE OF REVIEW	September 2018
REPLACING POLICY	
RELATED POLICIES	CIS Child Safeguarding

**Aims of the policy:**

The policy intends to fulfil the school's objectives to provide a safe environment for its students, promote the high standards of the school (in both behaviour and education) and achieve the standards laid out in our behaviour, child protection, safeguarding, equality, e-safety and acceptable use policies.

**Aims of the policy also include:**

- To demonstrate that the school takes bullying seriously and that it will not be tolerated.
- To take measures to prevent all forms of bullying in the school and during off-site activities.
- To support everyone in the actions to identify and protect those who might be bullied .
- To demonstrate to all that the safety and happiness of pupils is enhanced by dealing positively with bullying through restorative practice.
- To encourage pupils to tell someone that they are being bullied.
- This statement is designed to include students, staff and parents.
- All management team members and teaching and non-teaching staff should know what the school policy is on cyberbullying, and follow it when bullying is reported.
- In all cases there will be **zero tolerance to any bullying**

**What does Cambridge International School consider to be 'Bullying'?**

The school regards bullying as: '***The repetitive, intentional hurting of one person by another. Bullying can be carried out physically, verbally, emotionally or through cyberspace***'.

- Emotional - unfriendly, excluding, tormenting (e.g. use of derogatory words, defamatory remarks, spreading rumours, etc.)
- Physical – any intentional act causing injury or trauma to another person by the way of bodily contact
- Verbal – negative, defining statement told by the victim or about the victim or by withholding any response, thereby defining the target as non-existent
- Racist - racial taunts, graffiti, gestures
- Homophobic - All areas of internet, such as email & internet chat room. When people behave or speak in a way which makes someone feel bullied because of their actual or perceived sexuality
- Cyber - Cyber bullying is the use of aggression online with the intention of hurting another person. This may be in the form of text, photos or videos which results in pain and distress to the victim through all areas of internet, such as email & internet chat room. Also includes the

misuse of smartphones, tablets and associated technology in the form of threats and calls and video facilities.

Bullying, including bullying related to race; religion or culture; SEN or disabilities; health conditions or appearance; sexist or sexual bullying and home circumstances is wholly unacceptable and will not be tolerated. This intolerance extends to adults as well as students.

### **Why is it Important to Respond to Cyberbullying?**

Cyberbullying hurts. No one deserves to be a victim of cyberbullying. Everybody has the right to be treated with respect even in the online world. Pupils who are cyberbullying need to learn different ways of behaving.

### **Signs of Bullying**

Pupils who are being bullied may show changes in behaviour, e.g. becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be changes in work patterns, a lack of concentration, or truancy. Shows a sudden decrease in online activity, starts stammering, attempts or threatens suicide or runs away, cries himself to sleep at night or has nightmares. comes home with clothes torn or books damaged, has possessions which are damaged or "go missing", asks for money or starts stealing money [to pay bully], has unexplained cuts or bruises, comes home starving [money / lunch has been stolen], becomes aggressive, disruptive or unreasonable, is bullying other children or siblings, stops eating, is frightened to say what's wrong, gives improbable excuses for any of the above, is nervous & jumpy when a message is received. All staff should be aware of these possibilities and to report promptly any suspicions of bullying to the appropriate Head of Year.

### **Reporting a Bullying Behaviour**

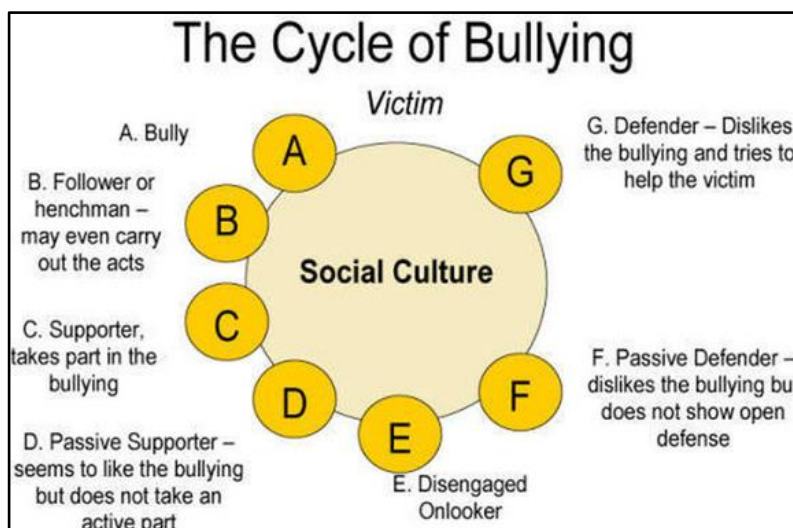
If being bullied, a student should report it to a member of staff, either their: Form Tutor, Class Teacher, Head of Year, Counselor or the Anti-Bullying team of SSLT. If another student is aware that bullying is occurring, they have an obligation to report it to an appropriate member of staff. If a cyberbullying incident is seen or reported by a student to any teacher or class teacher, immediate action must be taken in the following manner:

- An investigation is immediately held to trace the sequence of events.
- Facts from parents/class teachers/supervisors/the person who reports the matter, are noted.
- The victim is kept calm and assured of all help and support.
- The alleged pupil (s) is questioned.
- A letter is written to the parents of the alleged pupil(s), requesting them to meet with the School Counsellor.
- The pupil and the parents are spoken to.
- The pupil is counselled/reprimanded.
- Depending on the severity of the situation the alleged pupil(s) could be suspended from school.
- If the incident is repeated the matter would be referred to the Director of Education- GEMS/Ministry/KHDA with a recommendation that the pupil's name be struck off from the rolls.

- All copies of correspondence are placed in the files of both the victim and the bully.

### Anti-Bullying System

If a parent wishes to report an occasion of bullying, they should contact their son/daughter's Form Tutor, Head of year or the school counselor. Parents have an important role in supporting the school in maintaining its high standards of behaviour. Consistent expectations between home and school are essential and it is vital that there is co-operation between the two.



### Recording Instances of Bullying

Any instances of bullying will be recorded on SIMS by staff dealing with the incident, members of the Well being team and/or school counselor. This information will then be attached to the relevant student's profile, so that any necessary staff can view the details and an accurate record of the individual's behaviour is kept. The number of bullying instances is analysed on a termly basis, so improvements/declines in behaviour can be closely and effectively monitored.

### Prevention of Bullying

The school strives for the prevention of bullying, rather than the reaction to it. Strategies to achieve this include SLT and teacher supervision during class, break time and after school activity on duty around the school. In the classroom, all teachers are vigilant in their prevention of bullying. The school promotes an extremely high level of behaviour, achievement and morals as well as social awareness and respect. We pride ourselves on the well-mannered, polite, respectful, well-rounded individuals that leave the school, and our anti-bullying framework is designed to uphold this ethos.

This aim is best set out as in UK DfE (Department for Education) Preventing and Tackling Bullying:

***Schools which excel at tackling bullying have created an ethos of good behaviour where pupils treat one another and the school staff with respect because they know that this is the right way to behave. Values of respect for staff and other pupils, an understanding of the value of education, and a clear understanding of how our actions affect others permeate the whole school environment and are reinforced by staff and older pupils who set a good example to the rest.***

The school raises awareness of the anti-social nature of bullying through school assemblies, the School Students' Council, use of tutorial time activities and in the national curriculum programmes of study as appropriate, for example, in PSHE lessons.

## **Anti-Bullying System**

Pupils will be taught to stay safe online, and prevention work addressing cyberbullying will be in place across the school. Staff will be trained to respond appropriately to any online or mobile incidents.

## **Dealing with Instances of Bullying**

If bullying is suspected or reported, the incident will be dealt with initially and immediately by the teacher approached. If necessary, the incident will be investigated by the relevant Head of Year. The details of the incident will be recorded on SIMS. If a racial or prejudicial element to the bullying is suspected, the relevant Head of Year must be informed immediately. Staff teaching the bullied pupil and the form tutor will be informed via SIMS. The Head of Year will determine in consultation with the Head Of School, the appropriate sanction. Any SEN or extenuating circumstances will be taken into account when dealing with the incidents.

Parents, as well as all staff and pupils, should know that Cambridge International School will not tolerate bullying, and takes a positive approach to educating pupils to combat it. Parents of pupils who are being bullied and parents of the bullying student/s will be involved in the solution to the problem as appropriate by the relevant Head of Year in consultation with the Head of School. Any of the school's formal punishments can be used against bullies as appropriate. For persistent offenders or incidents considered as gross acts of aggression, a pupil could be permanently excluded. Where necessary,

Counseling will be given in order to help persistent offenders identify and stop any bullying behaviour in the future.

Bullying behaviour may be a sign of problems in the life of the perpetrator. Indeed many may have been bullied themselves. The school understands the support required by a bullied student will vary and is well equipped to deal with a wide range of needs e.g. School Wellbeing Counseling, Head boy/Girl (SSLT team). Learning messages arising from any instance of bullying will be shared with the year group as appropriate, for example, the role of the bystander.

## **Review of Policy**

The School conducts regular pupil surveys – where the entire student population is surveyed - in order to gauge pupil opinion on behaviour, experiences of bullying, how bullying has been dealt with, etc. The outcomes from these surveys are closely analyzed and areas where development is required are identified so that appropriate improvements can be made.

All staff, pupils and parents should be aware of the negative effects that bullying can have on individuals and the school in general, and should work towards ensuring that pupils can work in an environment.

The School Wellbeing Counselor has responsibility for bullying prevention.