



credence
.....
high school

CREDENCE HIGH SCHOOL - DUBAI

ANTI-BULLYING POLICY

2019-20

ANTI - BULLYING POLICY

OUR VISION

To be an institution that nurtures free and happy minds thereby empowering students to excel and contribute to the society in the field of their choice.

OUR MISSION

Tailor an inclusive and supportive campus that offers a sense of belonging, happiness, physical safety, and intellectual freedom to all of our students.

Harvest the innate talent of each child to build a school community of individual achievement and collective excellence.

Instill an acute sense of values and ethics in each of our students so they may be always known for their personal integrity and probity.

Nurture an international cross-section of students so they may learn to live in a globalized world and contribute in building a united, tolerant, caring society.

Kindle and keep alive the spark of curiosity in our students through the provision of ICT facilities and resources that support a research – oriented, independent and enquiry based learning.

PURPOSE

The purpose of this policy is to give direction and guidance to school authorities and school personnel in preventing and tackling school-based bullying behaviour amongst its students and in dealing with any negative impact within school of bullying behaviour that occurs elsewhere.

RESPONSIBILITY

- i. Principal: Mrs. Deepika Thapar Singh
- ii. Vice Principal: Mr. Shivender Kumar
- iii. Counselor: Mrs. Anu Thomas
- iv. HOD of Physical Education: Mr. Nickart
- v. Teachers

ANTI - BULLYING POLICY

WHAT IS BULLYING?

Bullying is the deliberate intention to harm someone who does not have the power to stop it. Bullying, harassment or any form of discrimination, is immoral and can be unlawful because it interferes with the right of a person to feel safe and valued as a member of a community.

The key features of bullying are that it:

- causes hurt and distress,
- is repeated
- involves the use of power in an unfair way.

Bullying need not always be done by the older or stronger. “Bullying up” is bullying done by the smaller, the younger and the weaker, who either use anonymous means to bully, such as cyber bullying, or overt means to bully, knowing that any retaliation would make the provoked person look like they are the bully.

SYMPTOMS OF BULLYING

For behaviour to be classified as bullying, it needs to involve repeated actions that are designed to cause hurt. Not having friends or not being popular isn't necessarily a sign that a person is being bullied. It may simply mean a person lacks inter-personal skills.

TYPE OF BULLYING

EMOTIONAL	being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
PHYSICAL	pushing, kicking, biting, hitting, punching or any use of violence
RACIAL	racial taunts, graffiti, gestures
CYBER BULLYING	All areas of internet, such as email and internet chat Twitter, Facebook misuse. Mobile threats by text messaging and calls Misuse of associated technology, i.e. camera and video facilities, iPad, games consoles.
HOMOPHOBIC	Because of or focusing on the issue of sexuality and gender

ANTI - BULLYING POLICY

Bullying may be related to:

Race - Gender - Religion - Culture - Special
Education Needs - Appearance or health condition - Home circumstances

If you are being bullied, you must tell a responsible adult who has the capacity to help.

Options include:

- Parents, guardian, or adult relatives.
- Counselor
- Teacher
- Principal
- Vice Principal
- Special Educator

Others who can be informed include:

- Monitors, Prefects, House or School Captain
- Doctor or Nurse at the School

If you are being bullied, you are encouraged to do the **RITE** thing:

R = RECOGNISE you have the right to feel safe and to operate in an environment free of bullying.

I = INFORM the bullies that you want them to stop. Do this in a polite but firm way.

T = TELL a responsible adult about the bullying.

E = EVALUATE the situation. If it does not improve, seek further help.

ANTI - BULLYING POLICY

WHERE DOES BULLYING HAPPEN?

Bullying can happen anywhere at any time but there are certain times and places which particularly facilitate bullying.

- **Areas of unstructured activity:** Bullying in schools frequently takes place in the playground. It is relatively easy to single out and bully another pupil. The noise level masks much of what is going on. Toilets, corridors, changing rooms, and assembly hall may be the scene of verbal, psychological and physical bullying. The behaviour of students in those areas needs careful monitoring.
- **Bullying in the classroom:** Bullying may also take place in class. It may occur subtly through glances, looks and sniggers but may take the more overt form of physical intimidation. It may also be exacerbated if a classroom atmosphere prevails whereby students are allowed to make derogatory comments about their classmates or other teachers.
- **Cyber-bullying:** Access to technology means that cyber-bullying can happen around the clock and the pupil's home may not even be a safe haven from such bullying. Students are increasingly communicating in ways that are often unknown to adults and free from supervision. The nature of these technologies means digital content can be shared and seen by a very wide audience almost instantly and is almost impossible to delete permanently. While cyber bullying often takes place at home and at night, the impact can also be felt in school.
- **Coming to and from school:** Bullying can take place at the bus-stop or on the journey to and from school whether the individuals are walking, cycling or on school buses.

ANTI - BULLYING POLICY

SIGNS AND SYMPTOMS FOR PARENTS AND STAFF

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

<ul style="list-style-type: none"> • Is frightened of walking to or from school. • Begs to be driven to school. • Changes their usual routine. • Is unwilling to go to school (school phobic). • Begins to truant. • Becomes withdrawn, anxious, or lacking in confidence • Starts stammering. • Attempts or threatens suicide or runs away. • Cries themselves to sleep at night or has nightmares. • Feels ill in the morning. • Begins to make less effort with schoolwork than previously. • Comes home with clothes torn or books damaged. • Has possessions, which are damaged or "go missing." 	<ul style="list-style-type: none"> • Asks for money or starts stealing money. • Has dinner continually "lost" • Has unexplained cuts or bruises. • Comes home hungry (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 afraid to use the internet or mobile phone. • Is nervous and jumpy when a cyber-message is received. • Lacks eye contact. • Becomes short tempered. • There is a change in attitude towards people at home.
--	--

These signs and behaviours could indicate other social, emotional and/or mental health problems, but bullying should be considered a possibility and should be investigated.

ANTI - BULLYING POLICY

WHAT IS CYBER BULLYING?

- Cyber bullying includes sending or posting harmful or upsetting text, images or other messages, using the internet, mobile phones or other communication technology.
- It can take many forms, but can go even further than face to face bullying by invading home and personal space and can target one or more people.
- It can take place across age groups and target students, staff and others.
- It can include threats and intimidation, harassment, defamation, exclusion or peer rejection, impersonation and unauthorized publication of private information or images.
- It can include messages intended as jokes, but which have a harmful or upsetting effect.

Cyber bullying 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)

ANTI - BULLYING POLICY

PARENT RESPONSIBILITY

As the parent of a child whom you suspect is being bullied,

- Report bullying incidents to the class teacher, School Counsellor, Principal and Vice Principal.
- In cases of serious bullying, the incidents will be recorded by staff and the Principal notified.
- In serious cases, parents should be informed and will be asked to come in to a meeting to discuss the problem.
- Support their children to become responsible citizens and to develop responsible on-line behaviour.
- Be aware of the school Anti-bullying Policy and assist their children in understanding bullying behaviour
- Support their children in developing positive responses to incidents of bullying consistent with the school Anti-bullying Plan
- Report incidents of school related bullying behaviour to the school
- Work collaboratively with the school to resolve incidents of bullying when they occur.

TEACHERS/STAFF RESPONSIBILITY

- Respect and support students.
- Model and promote appropriate behaviour.
- Have knowledge of school and departmental policies relating to bullying behaviour.
- Respond in a timely manner to incidents of bullying according to the school's Anti-bullying Plan.
- Implement the behaviour policy.
- Implement the school code of conduct.
- In addition, teachers have a responsibility to:
Provide curriculum (Value Education and Life skills) that supports students to develop an understanding of bullying and its impact on individuals and the broader community.

ANTI - BULLYING POLICY

GUIDELINES FOR STAFF

If you suspect or are told about a cyber-bullying incident, follow the protocol outlined below:

If you spot cyber bullying at School

- Ask the pupil to get up on-screen the material in question
- Explain the student about the consequences of this behaviour and why it is not appropriate in a non-threatening manner
- Tell the student to go back to class
- save the offending material
- Print the offending material straight away
- Inform the Principal and the counsellor
- Parents will be called for a meeting.

GUIDELINES FOR STUDENTS

If you believe you or someone else is the victim of cyber-bullying, you must speak to an adult as soon as possible. This person could be a parent/guardian, principal, vice principal, counsellor or your teacher.

- Do not answer abusive messages but report them.
- Do not delete anything until it has been shown to the adult you have confided in (even if it is upsetting, the material is important evidence which may need to be used later as proof of cyber-bullying).
- Do not give out personal details to anyone online.
- Never reply to abusive e-mails.
- Never reply to abusive messages or calls.
- Never reply to someone you do not know.
- Please secure your email IDs and passwords for Facebook, google, Instagram etc.

ANTI - BULLYING POLICY

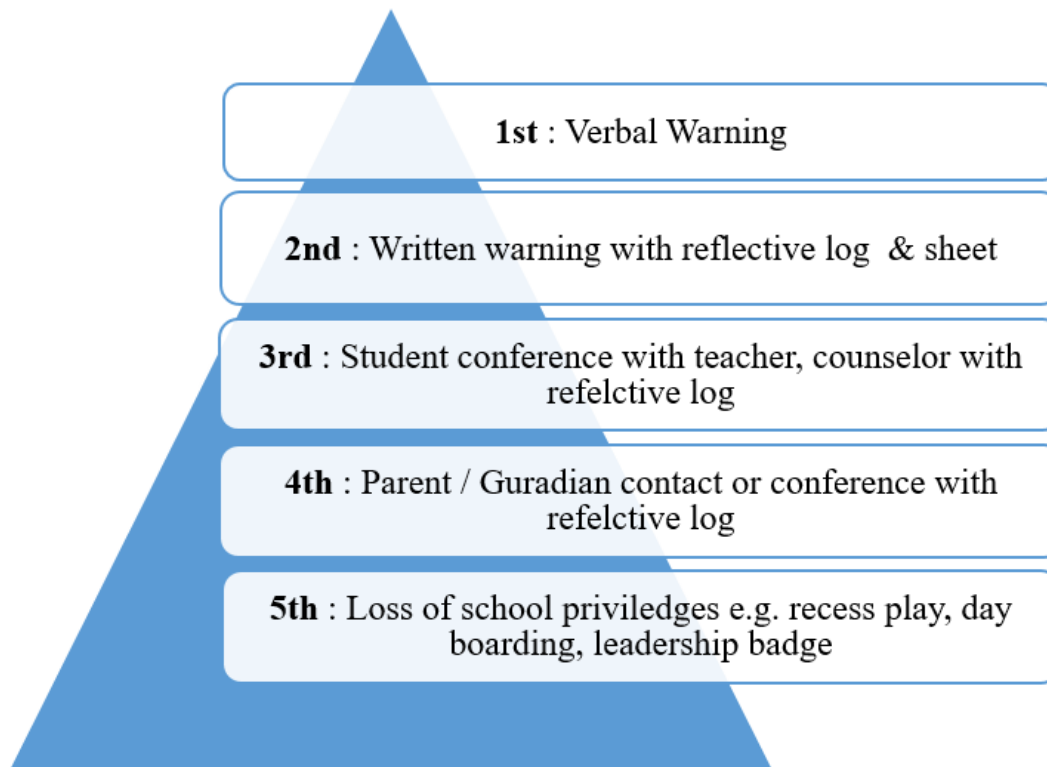
GUIDANCE FOR PARENTS

It is vital that parents and the school work together to ensure that all students are aware of the serious consequences of getting involved in anything that might be seen to be cyber-bullying.

- Parents can help by making sure their child understands the school's policy.
- Parents should explain to their wards about the legal issues relating to cyberbullying
- If parents believe their child is the victim of cyber-bullying, they should save the offending material (if need be by saving an offensive text on their or their child's mobile phone) and make sure they have all relevant information before deleting anything
- Parents should contact the principal as soon as possible.

DISCIPLINARY STEPS

Steps are taken in line with behavioral policy for disciplining students, the bullying cases are considered to be high-level violations. Accordingly, the school applies the following behavior modification methods based on our behavioral policy:



If violation of the above expectation happened, the following sanction will be given

ANTI - BULLYING POLICY

ANNEXURE 1

Behaviour Think Sheet

Name: _____ Date: _____

How am I feeling at the moment?

<input type="checkbox"/> Annoyed	<input type="checkbox"/> Frustrated	<input type="checkbox"/> Angry	<input type="checkbox"/> Scared
<input type="checkbox"/> Sad	<input type="checkbox"/> Silly	<input type="checkbox"/> Happy	<input type="checkbox"/> Calm

What rule did I break?

<input type="checkbox"/> Be Safe	<input type="checkbox"/> Be Respectful	<input type="checkbox"/> Be a Learner
----------------------------------	--	---------------------------------------

What did I choose to do that broke this rule?

Who did my actions affect?

<input type="checkbox"/> Myself	<input type="checkbox"/> Class Mates	<input type="checkbox"/> The Teacher	<input type="checkbox"/> Other
---------------------------------	--------------------------------------	--------------------------------------	--------------------------------

What choices should I make next time this happens?

Student Signature _____

Teacher Signature _____

Parent Signature _____