



The Anglican International School Jerusalem

AISJ WHOLE SCHOOL ANTI-BULLYING POLICY

Approved by: Senior Leadership Team

Date approved August 2026

Next review due by: August 2028

Preamble

At AISJ we aim to provide a safe and secure environment within which bullying has no place and to ensure that any incidents that do take place are dealt with promptly and effectively. Bullying is the willful, conscious desire to hurt, threaten or frighten someone. It can be physical verbal or emotional, involving physical injury, threats and intimidation, teasing and name-calling. It can be a continuous or an isolated incident.

Aims

- To provide a safe and secure environment within which bullying has no place.
- To ensure that any incidents that do take place are dealt with promptly and effectively

In responding to alleged incidents, the school will:

- Take the matter seriously.
- Protect the child until the matter can be sorted out.
- Talk to the victim, the bully and any witnesses.
- Keep parents informed and involved in any progress.
- Take action to prevent further bullying.

Awareness

Staff could see signs which may indicate that a child is being bullied. These include:

- Withdrawal
- Aggressive behaviour
- School work problems
- Disturbed sleep or nightmares
- Injuries
- Becoming difficult or argumentative
- Fear of going to school
- Missing possessions
- Stealing
- Low self-esteem

Guidelines

Clear guidelines will assist the school in its aims:

- To enable effective learning to take place
- To enable individuals to take responsibility for their actions
- To treat each other with care and consideration
- To be consistent and fair
- To respect property
- To keep the school a safe, pleasant and enjoyable place

If a member of staff believes a child is being bullied, or bullying others, he / she should:

- Inform their Head of School and discuss the plan of action.
- Discover the details, dealing sympathetically with all pupils involved.
- Take the necessary agreed action to deal with the incident.

Guidelines for Staff Responding to an Alleged Incident

First step:

- Do remain calm; you are in charge. Reacting emotionally may add to the bully's fun and give the bully control.
- Take the incident or report seriously.
- Think hard about whether your action needs to be public or private.
- Reassure the victim(s); don't make them feel inadequate or foolish.
- Offer concrete help, advice and support to the victim(s).
- Ask the victim what ideas they have to help themselves – the more they can solve, the better their self-image will be.
- Make it plain to the bully that you disapprove (without humiliating him/her).
- Encourage the bully to see the victim's point of view, and ask if she/he has any constructive ideas.
- Discipline the bully if you have to, but be very careful how you do this. Reacting aggressively or punitively gives the message that bullying is acceptable behaviour, if you have the power
- Explain clearly the punishment and why it is given.

Involving others:

- Inform the appropriate Head of School of what you are doing and any other colleagues if the incident arose where others should be vigilant, for example, supervising toilets.

Final steps:

- Make sure the incident doesn't live on through reminders from you.
- Do try to think ahead to prevent a recurrence, if possible.

What to avoid:

- Do not bully the bully; do not humiliate him/her.
- Do not be over protective, and refuse to allow the victim to help him/herself.
- Do not assume the bully is bad through and through; try to look objectively at the behaviour with the bully.
- Do not call in the parents without having a constructive plan to offer.

Listening to children – some hints:

- *Accepting* reports of bullying from children
- *Attend* to what is being said, without displaying shock or disbelief. Be patient, wait during silences; prompt gently – “And?” . . .
- *Accept* what is said (“believe” is too strong) – keep an open mind if you can.
- *Annotate*, jot down notes of the main details.
- *Allay* fears: reassure the child that she/he was right to tell you (do not promise confidentiality though).
- *Assuage* any guilt: reassure the pupil that it is not his/her fault that she/he is being bullied, and that it is vital the situation is sorted out.
- Remember that the person the child is talking about may be an adult.

Bullying and harassment will not be accepted at AISJ. No-one should have to tolerate being hurt or threatened by another person. Staff, children and parents need to work together as a team to achieve this.