Elementary School Anti-Bullying Policy

Approach

SJI International Elementary School is committed to providing a safe and secure environment for all its community. Therefore, it will not tolerate any action that undermines a person's rights in relation to this. Bullying of any kind is unacceptable at our school, and action will be taken when it is evident that someone is being bullied. The school's action uses the language of the virtues and restorative practices.

All members of our school community have a responsibility to actively practise and promote the following:

a. acceptance of individual differences
b. the virtues of courtesy, respect, compassion and caring for others
c. a supportive and encouraging climate where the achievements and efforts of others are acknowledged and supported
d. a commitment to adhering to and upholding all aspects of this policy

SJI International adheres to the United Nations Convention on the Rights of the Child (UNCRC), of which the host country, Singapore, is a signatory. Article 3.1 states that: **'in all actions concerning children…the best interests of the child shall be a primary consideration'.**

SJI International Elementary School seeks to be a safe place for all community members. A safe, secure community requires all members to be sensitive to others.

What is Bullying?

1. Bullying involves the abuse of power in relationships. It typically involves persistent unwanted or inappropriate behaviour by a group or an individual that aims to dominate and cause hurt, fear, or embarrassment in another person. Bullying is generally deliberate and planned.

Verbal - such as name calling or put-downs, threats, blackmail, teasing, including racial and sexual harassment and innuendo. It might also be extended to a written form through notes, email, WhatsApp and other social media.
Physical - being punched, tripped, kicked or having your belongings stolen or damaged.
Social -maliciously being left out, ignored or having rumours spread about you.
Psychological - being given dirty looks or stalked, being intimidated or manipulated.
(This list is by no means exhaustive)

2 Bullying between students can be referred to as **Peer on Peer Abuse**
Peer on peer abuse can manifest in many different ways, apart from the above-mentioned, may also include online bullying, sexting, initiation, hazing and inappropriate, harmful sexualised behaviours. Where children and young people have exhibited sexually inappropriate, harmful sexualised behaviour and/or exhibited sexually inappropriate or harmful sexualised behaviour towards others the school will follow the 'Child Protection and Safeguarding Process' flowchart.

The school will ensure that the needs of children and young people who abuse others will be considered separately from the needs of their victims. Children and young people who abuse others will be responded to in a way that meets their needs as well as protecting others within the school community through a multi-agency risk assessment, if required.

Process

Objectives of this policy:
The purpose of this policy is to ensure that:

- All staff, students and parents have an understanding of what bullying is.
- All staff should know the school policy on bullying and follow it when bullying is reported.
- All students and parents should know the school's policy on bullying and what to do if bullying arises.

As a school, we take bullying seriously. Students and parents should be assured that they will be supported when bullying is reported.

Strategies for prevention

As a School Community, all members have the responsibility to work actively towards the prevention of bullying:

Role of Senior Leadership

- Organise regular staff development on the subject of bullying.
- Ensure that new staff who join the school are fully aware of the school policy on bullying.
- Monitor the effectiveness of the school policy on an annual basis and make adjustments where necessary.

This requires all staff to:

- Be positive role models at all times, in both words and actions.
- Be consistent in the way they deal with bullying.
- Be vigilant in monitoring students for signs of bullying behaviour at all times (see below).

- Make efforts to remove occasions for bullying through proactive supervision.
- Take steps to promote a positive learning environment where bullying is openly discussed.
- Report suspected bullying incidents to class teachers, Heads of Grade and VP / SLT.
- Ensure students are encouraged to actively seek appropriate assistance from teaching assistants, teachers, Heads of Grade, Assistant and Vice Principals, Principals, and counsellors to support them.
- Recognise instances of bullying and be able to differentiate them from playful activity and isolated personal disagreements.
- Develop curriculum materials to heighten students' awareness and coping skills. Integrate bespoke lessons in the HWB curriculum, Unit 1: Friendships and Relationships and Unit 3: Keeping Myself Safe.
- Ensure appropriate terminology is used to avoid students being labelled in terms like, "bullies," "victims," or "perpetrators".
- Foster inclusive and restorative school culture, promoting healing and personal development for all involved.

This requires students to:

- Make a conscious decision not to be involved in any incidents of bullying.
- If present, when a bullying incident occurs, take preventative action. If a student witnesses an act of bullying, how they react is very important.
- The role of the upstander to **ACT** is outlined below

  Ask - are you OK?

  Call - out "STOP -that is not kind"

  Tell - an adult

This requires parents to:

- Watch for and report signs of distress in their son/daughter (see below).
- Advise their son/daughter to tell a staff member if bullying has occurred or is suspected to have occurred.
- Encourage their son/daughter not to retaliate.
- Be willing to work with the School if their son/daughter is involved in bullying incidents (either as a target or bully).
- Be willing to inform the school of suspected bullying cases, even if their son/daughter is not directly affected.

When senior management, staff, students, and parents work together to prevent bullying incidents, there is a much greater chance of creating a safe, secure, accepting, and happy school community.

Signs and symptoms of bullying

A child or young person may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and an investigation should take place if a child persistently displays any of the signs indicated.

Signs which may be displayed at home	Signs which may be displayed at school
● is unwilling to go to school ● feels ill in the morning ● doesn't want to go on the school bus ● begs to be driven to school ● becomes aggressive, disruptive or unreasonable ● begins to bully siblings ● cries themselves to sleep at night or have nightmares ● starts stammering ● changes their usual routine ● becomes withdrawn, anxious, or lacking in confidence ● comes home with clothes torn or books damaged ● has unexplained cuts or bruises ● attempts or threatens suicide or runs away ● asks for money or starts stealing money (to pay the bully) ● eating habits change/lose weight ● is afraid to use the internet or mobile phone ● is nervous/upset when a text message is received ● is frightened to say what's wrong ● gives improbable excuses for any of the above	● shows a change in attitude towards work. ● begins to do poorly in schoolwork ● changes friendship groups ● becomes aggressive, disruptive or unreasonable ● begins to bully other children ● lacks friends and spends a lot of break time alone ● starts stuttering / stammering ● changes their usual routine ● begins to truant ● becomes withdrawn, anxious, or lacking in confidence ● has unexplained cuts or bruises ● is frightened to say what's wrong ● continually loses things, especially money ● eating habits change/lose weight ● gives improbable excuses for any of the above
THESE SIGNS AND BEHAVIOURS COULD INDICATE OTHER PROBLEMS, BUT BULLYING SHOULD BE CONSIDERED A POSSIBILITY AND SHOULD BE INVESTIGATED	

Systems

Bullying report/response procedures

Any incidences of bullying will be taken very seriously. However, how these incidents are dealt with will be appropriate to the student's age.

- Bullying incidents should be reported immediately to a member of staff.
- Staff members will record all reported bullying incidents in the Pastoral Database - iSams/ CPOMS and share them with the relevant staff.
- The bullying behaviour will be investigated quickly and fully, and interactions will be closely monitored during investigations.

- The individual/s being bullied, witnesses and the alleged bully/bullies will be interviewed. Action will be taken when it is evident that someone is being bullied.
- The parents of both the target and the perpetrator will be informed and may need to attend school for a meeting about the situation.
- The bullying perpetrator will be asked to meet with a designated staff member and his/her parents to understand the seriousness of his/her actions and to discuss appropriate ways of changing behaviour.
- A copy of the report outlining the bullying incident, together with the letter sent to the parents, will be kept in the student's pastoral record.
- The situation will be monitored closely by class teachers, Heads of Grade and VP/SLT.

Options and outcomes after bullying have been reported - restorative practices.

- The perpetrator will be expected to acknowledge the distress they caused the target.
- As part of the reconciliation process, and if the target agrees, both the target and the perpetrator will meet with a designated staff member to discuss the problem and ideas for reconciliation.
- If appropriate, a behaviour contract will be developed to support the perpetrator.
- The target and perpetrators will be offered support through counselling, if required.
- After the incident has been thoroughly investigated and dealt with, staff will monitor both students to ensure that bullying does not resume or reoccur.
- Parents of both students will be kept updated, as and when required.
- In serious cases, the student may be suspended from school (as per the school behaviour policy), and if further incidents occur, expulsion will be considered and dealt with by the Principal.

Evaluation of intervention measures for effectiveness and improvement

The pastoral team will work with individual teachers and/or parents of the students involved to monitor for improvements following the initial intervention action taken.

Review of *Promoting Positive Behaviour* and *Anti-Bullying Policies and Procedures*

This Anti Bullying policy and processes will be reviewed once every two years through the following platforms: -

- Internal review by respective process owners using the Internal Review Form
- Internal Assessment by the QA staff using the Internal Assessment Report