

Kimbolton School

BULLYING POLICY and PROCEDURES

RATIONALE:

The Kimbolton School Board of Trustees, in providing a safe physical and emotional environment, is committed to eliminating bullying in any form. It recognises the very serious nature of bullying and the negative impact that it can have.

OBJECTIVES:

To educate our school community that bullying behaviour is never acceptable

To provide guidelines for teachers to deal with bullying behaviour should it occur

To establish procedures which promote the elimination of bullying behaviour

To promote an “anti bullying” climate at Kimbolton School

Kimbolton School is fully committed to the following key principles of best practice in preventing and tackling bullying behaviour:

A positive school culture and environment which

- welcomes difference and diversity, and is based on inclusion;
- encourages students to disclose and discuss incidents of bullying behaviour in a non-threatening environment;
- promotes respectful relationships across the school community. - A shared understanding of what bullying is and its impact
- Consistently records, investigates and follow-ups any bullying behaviour
- Includes an ongoing evaluation of the effectiveness of the bullying prevention policy
- Includes the bullying policy with the school enrolment pack
- Provides information on bullying in student-friendly, age-appropriate formats

Bullying behaviour is complex and can take many forms – physical, verbal, body language, social and social media.

There are perpetrators, victim and bystanders

Bullying behaviour usually has several common features:

It is deliberate, hurtful, harmful behaviour

It is repeated often over a period of time

It is difficult for those being bullied to defend themselves

There is an imbalance of power

Person displaying bullying behaviour has no regrets

It can be covert or overt in nature

There are three main types of bullying behaviour:

Physical; hitting, kicking, taking belongings

Verbal; name-calling, insulting, racist remarks

Indirect; spreading nasty stories, excluding from groups

Bullying behaviour can be:

Child to child,

Adult to child

Child to adult

Adult to adult

What is NOT bullying:

A fight or disagreement between people of equal power or status

One off acts of unkindness

Not liking someone

A single act of social rejection

Isolated incidents of aggression, intimidation or violence

GUIDELINES:

1. Bullying is repetitive behaviour to gain power over another person.
2. All members of the school have a responsibility to recognise bullying or potential bullying and to take action when they are aware of it happening.
3. Staff should first listen to the student or students, and make such enquiries as may be necessary to clarify exactly what has been happening.
4. The emphasis must be on changing the unacceptable behaviour of the student(s), while providing support for the victim.
5. Teachers should attempt to give advice on how to deal with any repeat incidents should there be any before the problem is resolved
6. Follow up should be discussed with the student. It is important that the staff member checks to ensure there have been no further incidents.
7. Teachers will discuss bullying with students, emphasising its unacceptability and actively encourage all actual or alleged cases to be reported.
8. Students are encouraged to talk to an adult if they are being bullied or believe there is a potential for a child's behaviour to become bullying, or if they witness other students who the victim of bullying behaviour
9. All reports of bullying are taken seriously and acted on by the principal. A "No Blame" approach shall be used.
10. Students showing a tendency toward bullying behaviour will work with staff members to modify their behaviour and solve their issues.

11. Staff on duty are aware of areas and situations where potential bullying could occur.
12. Staff will take action to prevent the bullying recurring, and problem solve to eliminate the behaviour.
13. The victim of bullying or potential bullying will be supported and reassured.
Parents/caregivers of the child exhibiting bullying behaviour will be advised by the Principal. Parents/caregivers will be kept informed.
14. Students should be given the skills to deal with of bullying should they be targeted at any stage of their lives.
15. By standers who witness the bullying behaviour should be given the skills to intervene or report the incidences to a responsible adult
16. The school can only act on incidences of bullying behaviour that they know about
17. When and where possible staff will undertake professional development
18. Programmes such as Kia Kaha, Kind Hearts and Circle Time are available to be used in the classroom

PROCEDURES:

All members of the school have a responsibility to recognise bullying or potential bullying and to take action when they are aware of it happening.

Students and parents are encouraged to talk with a staff member if they feel there is a bullying situation. Staff will not know to take action if they are unaware of bullying behaviour.

WE USE THE “NO BLAME” APPROACH TO BULLYING

- In a bullying situation investigation and interrogation rarely get to the bottom of the problem or situation and may lead to the students displaying bullying behaviours being hostile
- Punishments are often futile as they may lead to the victim being hurt more. The attention on the student with bullying behaviour leads to a shift of attention from the victim
- The **No Blame Approach** draws the bystanders and non-involved students into finding a solution to the problem.
- The **No Blame Approach** relies on group dynamics and the empathy of the group members.
- No one has to hide behind an untrue picture of what happened as no one is going to be blamed for anything that occurred.
- The first thing the approach does is focus on how the victim is feeling; focusing attention on feelings draws attention away from blame. This causes the student with bullying behaviour and supporters to think about the impact of their behaviour.

If bullying is reported to a teacher, parents and whanau will be involved as early as possible

The Seven Steps of the No Blame Approach to Bullying

- Step One** Talk to the victim about their feelings, but do not question them about the incidents directly
- Step Two** Arrange to meet with the people who were involved (minus the victim)
- Step Three** Explain the problem to the people involved and tell them about the way the victim is feeling. Ask them to identify the reasons why ---- might bully the victim. After the list is complete, ask the question: What does ----- need to realise? This helps by standers empathise with the victim
- Step Four** Do not attribute blame but state that you know the group is responsible and they can do something about it
- Step Five** Ask the group for their ideas and encourage each member of the group to suggest a way in which the victim could be helped to feel happier
- Step Six** End the meeting by passing on the responsibility to the group to solve the problem
- Step Seven** Meet them again about a week later and discuss with each student, including the victim, how things have been going.

CYBER BULLYING

- The school has blocks in place through N4L so students should not be able to access social media sites at school via school devices
- Students should not have digital devices (cell phones) at school unless they are in safe keeping in the office – refer to policy
- The school will respond to reports of cyber bullying whether it has occurred at school or out of school hours
- If a teacher becomes aware of an incident of cyber bullying they should let the principal know
- The Principal will contact the parents of the victim and, if known, the other(s) involved
- Parent will be directed to NetSafe – 0508 NETSAFE
- The seven steps of the No Blame Bullying Approach may be used.

More serious cases will be escalated to the principal who will seek advice and involvement from outside agencies. The “Quick Reference Guide” on pages 60-61 in *Bullying Prevention and Response – A guide for Schools* will be used to determine severity of bullying

The parents of both the victim and the student with bullying behaviours will be kept informed throughout the process and of follow up meetings

EXPECTED OUTCOME:

A bully free school where children feel safe

The following resources are used to guide this policy:

Bulling Prevention and Response – A guide for Schools

Tackling bullying – A guide for Boards of Trustees

Robert Pereira Resources

Approved:

Signed _____

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