

KOMMETJIE PRIMARY SCHOOL

Anti-Bullying Policy

Statement of Intent

Kommetjie Primary School are committed to providing a caring, friendly and safe environment for all of our learners so they can learn in a relaxed and secure atmosphere that fosters knowledge and promotes respect. Bullying of any kind is unacceptable at our school. It will not be tolerated.

Objectives of this Policy

This policy outlines the school's position on bullying and establishes the procedures and processes for responding to bullying incidents. The specific objectives of the policy include:

- Support other school rules, code of conduct, policies and programmes in ensuring a caring, friendly and safe environment for all learners
- Assist in creating a climate in which the school governing body (SGB), educators, non-teaching staff and learners are informed about bullying, understand the various types of bullying that can occur and are empowered to report it and act against it
- Assist in creating a climate in which parents and caregivers are informed about bullying, understand the various types of bullying that can occur and are empowered to report it and act against it
- Establish the framework and procedures for dealing consistently and effectively to all cases of bullying

What Is Bullying?

Bullying comprises of a repeated pattern singling out and deliberately hurting or harming a child with the aim of hurting or harming them physically or psychologically. Bullying results in pain and distress to the victim.

Bullying takes many different forms.

These include:

- **Physical bullying:** This includes hitting, pushing, slapping, tripping, or pulling someone's hair, as well as forcibly taking another child's lunch, money or things
- **Verbal bullying:** This includes threats, insults, ridiculing, name-calling and making racist or sexual slurs
- **Non-verbal bullying:** Includes writing hurtful messages, letters or graffiti, or distributing pictures and videos that shame, hurt or damage a child's reputation
- **Social bullying:** Includes gossiping, spreading rumours, leaving people out on purpose and breaking up friendships
- **Sexual bullying:** Includes passing inappropriate notes, jokes, pictures, taunts and starting rumours of a sexual nature. It can also involve uninvited touching and forced sexual behaviour
- **Cyber bullying:** This includes using the internet, mobile phones or other electronic technologies to insult and harass, spread rumours, damage children's reputations, and distribute harmful videos and pictures.

Why is it important to address bullying?

- Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect.
- Learners need to be empowered with the knowledge and skills to prevent and deal with bullying.
- It is all the stakeholders responsibility to ensure that learners who are bullied receive help support and assistance they need
- It is also all the stakeholders responsibility to support the bully in learning different and appropriate ways of behaving.

Responsibility of All Stakeholders

Responsibility of Staff

Our Staff will :

- Foster in our pupils self-esteem, self-respect and respect for others.
- Demonstrate by example the high standards of personal and social bully behaviour we expect of our pupils.
- Teacher will not practice any form of bullying teaching.
- Discuss bullying with all classes, so that every pupil learns about the damage it causes to both the child who is bullied and to the bully the importance of telling a teacher about bullying when it happens.
- Be alert to signs of distress and other possible indications of bullying.
- Listen to children who have been bullied, take what they say seriously and act to support and protect them.
- Report suspected cases of bullying to class educator, school counselor or principal.
- Follow up any complaint by a parent about bullying and report back promptly and fully on the action which has been taken.
- Deal with observed instances of bullying promptly and effectively, in accordance with agreed procedures.
- Keep written records of incidences that have occurred.

The Responsibilities of Learners

We expect our pupils to :

- Refrain from becoming involved in any kind of bullying, even at the risk of incurring temporary unpopularity.
- Intervene to protect the pupil who is being bullied, unless it is unsafe to do so.
- Report to a member of staff any witnessed or suspected instances of bullying, to dispel any climate of secrecy and help to prevent further instances :

Anyone who becomes the target of bullies should :

- Not suffer in silence, but have the courage to speak out, to put an end to their own suffering and that of other potential targets.

The Responsibilities of Parents

We ask our parents to support their children and the school by :

- Watching for signs of distress or unusual behaviour in their children which might be evidence of bullying.
- Advising their children to report any bullying to (name of member of staff/specific post in school/their class teacher) and explain the implication of allowing the bullying to continue unchecked, for themselves and for other pupils.
- Being sympathetic and supportive towards their children, and reassuring them that appropriate action will be taken.
- Keep written record of any reported instances of bullying.

The Responsibility of the School Governing Body :

- Deal decisively with bullying when it occurs
- Ensure that procedures and processes are followed consistently and fairly
- In line with the South African Schools Act as well as the Children's Act, initiate and steer disciplinary procedures in cases of serious misconduct.

Procedures

1. Once a term an Awareness Assembly will take place. At these assemblies it will be an opportunity to bring up issues that may have arisen in the term concerning bullying or an education about bullying in general.
2. A box is positioned in the school that is accessible to all learners who can post information that they have personally experienced bullying or to have witnessed something in connection with bullying of another individual.
3. The box will be checked once a week by a member of the School Management Team (SMT). If there is a case that needs to be discussed, the Bullying Committee and a representative of the SMT will meet to discuss a way forward with regard to the reported incident. The school's response to all reported incidents of bullying will be sensitive and the consequences will be determined by the severity of the bullying, the age of the learners and the history of the incident.
4. If a serious case of bullying has occurred and it is not a matter that the Bullying Committee can deal with it is then handed to the principal who needs to implement the following :
 - The Principal needs to meet with the parents of both the bully and the victim separately to discuss the issue.
 - It needs to be decided how serious the bullying is and what the consequences should be. Possible consequences :
 - A verbal or written warning
 - Establishing a behavioural chart.
 - Referral to a counsellor
 - Withdrawal of privileges
 - Community Service
 - A formal disciplinary Process
 - Although it is understood that the school needs to be seen as taking action against the bully it is recommended that professional help is the best solution to the problem and that constructive discipline is to deal with the incident.
 - It has to be recommended that both the bully and the victim go for counseling to a professional. The parent is to give feedback on these sessions.
 - Wherever possible, measures will have a rehabilitative component aimed at addressing problem behaviour in a constructive manner with a positive developmental approach.

Kommetjie Primary staff, parents, learners and all stakeholders will strive to make our school environment Bully-Free and a comfortable place for all.

Signatories

Signed _____ Date _____

Additional information

Roles and responsibilities in creating a bully-free environment

All school actors, including non-teaching staff, have a responsibility to watch out for bullying and intervene to address it. Principals, the SGB, teaching staff, the School Safety Committee, learners and parents also have specific responsibilities:

Source: Department of Basic Education Addressing Bullying in Schools Workbook

Additional information

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Additional information

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Additional information

Responding to bullying incidents

Source: Department of Basic Education Addressing Bullying in Schools Workbook

Additional information

Actor-specific measures during and following a bullying incident

Source: Department of Basic Education Addressing Bullying in Schools Workbook

Roles and responsibilities when responding to incidents

The response to bullying incidents involves different actors, depending on the seriousness. Minor incidents can be dealt with in the classroom or on the playground, but more serious or repeat incidents must involve school authorities and possibly external role-players. The various roles and responsibilities include:

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Additional information

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When does bullying become a criminal issue?

Source: Department of Basic Education Addressing Bullying in Schools Workbook

Additional information

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