



**Board of Management**  
**St Ciarán's Community School**



**Anti-Bullying Policy**

1. In accordance with the requirements of the Education (Welfare) Act 2000 and the code of behaviour guidelines issued by the NEWB, the Board of Management of St. Ciarán's Community School has adopted the following anti-bullying policy within the framework of the school's overall code of behaviour. This policy fully complies with the requirements of the *Anti-Bullying Procedures for Primary and Post-Primary Schools* which were published in September 2013.
  
2. The Board of Management recognises the very serious nature of bullying and the negative impact that it can have on the lives of students and is therefore fully committed to the following key principles of best practice in preventing and tackling bullying behaviour:
  - A positive school culture and climate which-
    - is welcoming of difference and diversity and is based on inclusivity;
    - encourages students to disclose and discuss incidents of bullying behaviour in a non-threatening environment; and
    - promotes respectful relationships across the school community;
  - Effective leadership;
  - A school-wide approach;
  - A shared understanding of what bullying is and its impact;
  - Implementation of education and prevention strategies (including awareness raising measures) that-
    - build empathy, respect and resilience in students; and
    - explicitly address the issues of cyber-bullying and identity-based bullying including in particular, homophobic and transphobic bullying.
  - Effective supervision and monitoring of students;
  - Supports for staff;
  - Consistent record keeping, investigation and follow up of bullying behaviour (including use of established intervention strategies); and
  - On-going evaluation of the effectiveness of the anti-bullying policy.

3. In accordance with the *Anti-Bullying Procedures for Primary and Post-Primary Schools* bullying is defined as follows:

Bullying is unwanted negative behaviour, verbal, psychological or physical conducted, by an individual or group against another person (or persons) and which is repeated over time.

The following types of bullying behaviour are included in the definition of bullying:

- deliberate exclusion, malicious gossip and other forms of relational bullying,
- cyber-bullying and
- identity-based bullying such as homophobic bullying, racist bullying, bullying based on a person's membership of the Traveller community and bullying of those with disabilities or special educational needs.

Isolated or once-off incidents of intentional negative behaviour, including a once-off offensive or hurtful text message or other private messaging, do not fall within the definition of bullying and should be dealt with, as appropriate, in accordance with the school's code of behaviour.

However, in the context of this policy, placing a once-off offensive or hurtful public message, image or statement on a social network site or other public forum where that message, image or statement can be viewed and/or repeated by other people will be regarded as bullying behaviour.

Negative behaviour that does not meet this definition of bullying will be dealt with in accordance with the school's code of behaviour.

4. The relevant teachers for investigating and dealing with bullying are as follows:

- Principal
- Deputy Principal
- Year heads
- Chaplain
- Guidance Counsellor

5. The education and prevention strategies (including strategies specifically aimed at cyber-bullying and identity-based bullying including in particular, homophobic and transphobic bullying) that will be used by the school are as follows:

- Curriculum based – through S.P.H.E. / R.E. / C.S.P.E.
- Anti-Bullying Programme.
- Mentoring Programme.
- Tutorial System.
- Year Head talks & assemblies.
- Behaviour Support Programmes – Friends for Life / My Friends Youth.
- Parents Association – information evenings / speakers.
- School originated communications – web site / text messages / newsletters.

6. The school's procedures for investigation, follow-up and recording of bullying behaviour and the established intervention strategies used by the school for dealing with cases of bullying behaviour are as follows:

- Students are strongly encouraged to report incidents of alleged bullying to one or more of the following: prefect/mentor, tutor, teacher, year head, Chaplain, Guidance Counsellor, Deputy Principal, Principal, or any other person whom a student would be comfortable talking to.
- Students are strongly encouraged to report incidents of alleged bullying to their parent(s)/guardian(s) at home. Parents/guardians are encouraged to come to the school to discuss the allegations so that they may be investigated and addressed.
- Any incident of bullying that is reported to a member of staff is recorded on the Bullying Referral Form by that member of staff.
- If a student reports an incident to a person who is not the Year Head, then the Bullying Referral Form will be given to the Year Head by the person who has been told about the incident. The student will be met by the Year Head, or the Chaplain or Guidance Counsellor who will listen to and record the student's account of the incident(s). The student who has reported the incident(s) will be asked to inform relevant staff members of any further incident and are encouraged to keep a written record of any further incidents which may occur.
- The Chaplain and Guidance Counsellor are made aware of the victim and the bully.
- The relevant Class Tutors are made aware of the victim and the bully as appropriate.
- All teachers are made aware of the bully and the victim as appropriate.
- Parents/Guardians of all students involved will be informed as appropriate and necessary.
- The Year Head, will speak to the student against whom the allegation has been made and give them the opportunity to respond. They will be informed that the situation is being monitored and informed that any further incidents will be formally noted.

7. The school's programme of support for working with students affected by bullying is as follows:

- A member of the Pastoral Care Team (Chaplain or Guidance Counsellor) will meet (individually) with the victim and the bully.
- The victim will be supported by the Pastoral Care team in the school and given strategies for coping with the problem.
- The bully will be supported by the Pastoral Care team in the school and given strategies for dealing with their inappropriate behaviour.
- The situation will be monitored by the Year Head in the interests of protecting all the students involved. Contact with the students' parents/guardians will be maintained as necessary.
- All bullying incidents will be discussed and monitored at the relevant weekly Pastoral Care Meeting.
- Difficult cases may be referred to outside agencies.

## Supervision and Monitoring of Students

The Board of Management confirms that appropriate supervision and monitoring policies and practices are in place to both prevent and deal with bullying behaviour and to facilitate early intervention where possible.

### 8. Prevention of Harassment

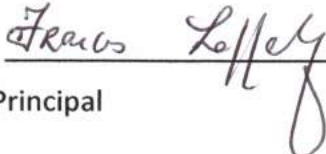
The Board of Management confirms that the school will, in accordance with its obligations under equality legislation, take all such steps that are reasonably practicable to prevent the sexual harassment of students or staff or the harassment of students or staff on any of the nine grounds specified i.e. gender including transgender, civil status, family status, sexual orientation, religion, age, disability, race and membership of the Traveller community.

9. This policy has been made available to school personnel, published on the school website and provided to the Parents' Association. A copy of this policy will be made available to the Department and the patron if requested.
10. This policy and its implementation will be reviewed by the Board of Management once in every school year. Written notification that the review has been completed will be made available to school personnel, published on the school website and provided to the Parents' Association. A record of the review and its outcome will be made available, if requested, to the patron and the Department.

This policy has been ratified by the Board of Management of St Ciarán's Community School at its meeting on:

23/1/2018

Signed:   
Chairperson  
Board of Management

Signed:   
Principal

Date: 23/1/18

23/1/2018

Date of next review: January 2019

## St. Ciarán's Community School. Bullying Referral Form

Student: \_\_\_\_\_ Class: \_\_\_\_\_ Date: \_\_\_\_\_

Name(s) of student(s) engaged in bullying behaviour.

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<b>Source of bullying concern/report</b>	
Student concerned	
Other student	
Parent / Guardian	
Member of Staff	
Other	

<b>Location of incident(s)</b>	
Classroom	
Corridor	
Toilets	
Lockers	
Outside of school	
Other	

Name of Person(s) who reported the bullying concern.

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<b>Type of bullying behaviour</b>			
Physical Aggression		Cyber-Bullying	
Damage to Property		Intimidation	
Isolation / Exclusion		Malicious Gossip	
Name Calling		Other (specify)	

<b>Where behaviour is regarded as identity-based bullying, indicate the relevant category</b>			
Sexual orientation		Membership of Traveller Community	
Disability		Gender	
Race		Religion	
Civil status		Family status	

