

2010



Coláiste Abbáin

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[ANTI-BULLYING POLICY AND BULLYING CHARTER]

This document contains Coláiste Abbáin's anti-bullying policy and procedures.

Proposed Anti-Bullying Policy

General Principles

1. Bullying is not acceptable. All members of Colaiste Abbain are entitled to an environment which is free from fear and intimidation. Bullying is defined as wilful, conscious actions which can hurt, threaten or frighten, using physical, verbal or psychological means.
2. Individuals will not achieve their full potential if worried about being bullied. As one of our main objectives at Colaiste Abbain is to encourage individuals to achieve their full potential, it therefore follows that bullying cannot be tolerated.
3. All members of our school will make strenuous efforts to prevent bullying.
4. Anyone who is being bullied or knows of someone who is being bullied has a duty to tell a responsible person.
5. The school's policy on bullying is subject to periodic review through full consultation.

Identification of Bullies and Victims

1. Students are encouraged to speak up if they feel that they, or their friends, are being bullied.
2. Staff will report concerns using our standard referral procedures. This system permits the immediate involvement of the Class Teacher. Details of referral should include the name of the victim(s) and bully(ies), the nature of the bullying and the time and location of the incident(s) referred.

Procedure

1. After the first known incident, both the bully and the victim should be interviewed by the Class Teacher and Principal. A letter may be sent home to the parents/carers of the victim and bully, if deemed necessary.
2. Both bully and victim should be offered counselling.
3. If the incidents continue, both the bully and victim should be interviewed by the Class Teacher and Discipline Board. The parents should be requested to attend the school for a meeting with the Class Teacher and Principal, in order to develop a strategy to deal with the problem.
4. If the incidents still continue, both victim and bully should again be interviewed by the Class Teacher and Discipline Board, and further remedial action should be taken.
5. As a last resort, if the incidents still continue, the exclusion procedure may begin.

Recording

Discussions with both parties should be fully documented, as soon as possible after the event(s).

Class teachers will record instances of bullying in Class teacher books.

- 1. Bullied students should record events in writing.**
- 2. The bully should also record the events in writing.**
- 3. Discussions with both parties should be fully documented, as soon as possible after the event(s).**
- 4. The parents/guardians should be given copies of all the reports in writing.**
- 5. The parents/guardians should be asked to respond to the reports in writing.**
- 6. All the above should be filed in the students' files.**
- 7. Each incident must be recorded in the Coláiste Abbáin register of bullying incidents and kept in the school office.**