_____

Anti-Bullying Policy

LINK TO MISSION STATEMENT

Coláiste Iognáid aspires to be a community wherein mutual respect, cooperation and justice are integral features. The school's ethos seeks to develop each student's religious, moral, social, intellectual and cultural sensibilities. Our Ignatian Vision guides procedures and processes within the school. Cura personalis is one of the defining features of the ethos of the college where each student will be cared for. The unique character of each person is acknowledged and valued, as a person made in the image and likeness of God. One of the central aspirations of the college is that we should be "people for others". All our policies are informed and guided by these principles.

INTRODUCTION BY THE BOARD OF MANAGEMENT

This policy was devised in consultation with all teaching staff. It was submitted to the Board of Management, and Parents' Association and the Student Council.

In developing this policy, we have given due consideration to the child-centred principles of the school. The establishment of a sound learning environment at school and classroom level is critical to effective teaching and learning.

This policy document sets out procedures to be applied to prevent and deal with bullying incidents within the school.

RATIONALE

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 Coláiste Iognáid 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.

The Board of Management recognises the very serious nature of bullying and the negative impact that it can have on the lives of pupils 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 pupils 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 pupils; and explicitly address the issues of cyber-bullying and identity-based bullying including in particular, homophobic and transphobic bullying.

- Effective supervision and monitoring of pupils;

- Supports for staff;

- Consistent recording, 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.

BULLYING DEFINED

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.

Additional information on different types of bullying is set out in Section 2.2 of the Anti- Bullying Procedures for Primary and Post-Primary Schools.

TEACHING STAFF RESPONSIBILITIES

ROLE MODEL LEADERSHIP

The Code of Professional Conduct for Teachers published by the Teaching Council makes explicit the values and standards expected of teachers in their daily work with pupils.

The NEWB (Tusla) publication *Developing a Code of Behaviour: Guidelines for Schools* recognises the role of all adults, including parents, in modelling good behaviour and states "The adults in the school have a responsibility to model the school's standards of behaviour, in their dealings both with pupils and with each other, since their example is a powerful source of learning for pupils. Parents are also expected to model the standards that pupils are asked to respect. In order to do this, they need to be familiar with the standards and to understand the importance do expecting pupils to behave according to these standards".

We endeavour to take a whole school approach in combatting bullying behaviour. School management and other leaders in the school, including all teachers, strive to engender an ethos under which bullying is unacceptable. As outlined in our mission statement, fostering a climate of mutual respect underlies everything we do.

SPECIFIED ROLE RESPONSIBILITIES

Those involved in the investigating of bullying in Coláiste Iognáid are as follows:

• when investigating and dealing with bullying, the teacher will exercise his/her professional judgement to determine whether bullying has occurred and how best the situation might be resolved.

• **Class teacher / supervisor / coach / ancillary staff**: May fill out a Bullying report form. This will be filled in relevant folder in staffroom for the appropriate Year Head.

• **Year head**: Investigates the incident and interviews parties involved and any witnesses. Findings will be recorded. Appropriate disciplinary sanctions will be applied in line with the Code of Behaviour.

• **Parents/ Guardians**: Year Head/ Deputy Principal will contact Parent/Guardian of both parties if deemed necessary.

- **Class Tutors**: Will be informed to link in with pastoral care of pupil.

- **Guidance Counsellor**: May be informed to link in with the pastoral care of pupil.

- **Care Team**: May be informed to link in with pastoral care of pupil.

- **Deputy Principal**: Will be informed by the Year Head if there is a reported case of bullying.

- **Board of Management**: Will be informed of all cases.

- **Outside Agencies**: Case may be referred to outside agency at the discretion of the Designated Liaison Person for Child Protection or the Deputy Designated Liaison Person for Child Protection.

As per guidelines in the student's journal, students are encouraged to talk to someone who they trust in the school as soon as possible.

EDUCATION AND PREVENTION STRATEGIES

The education and prevention strategies including strategies specifically aimed at cyber bullying and identity-based bullying that will be used by the school are as follows:

- The ethos of Coláiste Iognáid helps to create a climate and culture of trust, respect and openness which prevails in our school. The emphasis we place on positive relationships between all stakeholders helps to prevent bullying taking place.
- Where there is space within the teaching of a subject, teachers can use this opportunity to foster an attitude of respect for all: promoting the value of diversity; addressing prejudice and stereotyping and to highlight the unacceptability of bullying behaviour.
- Identity-based bullying will be included in the SPHE Junior curriculum as part of modules Relationship and Sexuality and lessons on bullying will be explicitly taught. Every effort will be made to include all pupils during these lessons. It will further be included in the senior cycle Relationship and Sexuality (RSE) programme which is a part of the Religion curriculum.
- In order to prevent bullying at Coláiste Iognáid the school management, teachers and parents need to be aware of the extent of the bullying at the school. This will be achieved by surveying the students regularly in their SPHE/RE classes using the sample questionnaire.
- The seriousness of Identity-based bullying, cyber-bullying and all other forms of bullying will be articulated at year group assemblies. Reporting of any concerns to a member of staff will be encouraged.
- LGBTQ posters on notice boards, discussion with parents about specific statements of welcome and respect for LGBTQ members of the school community, and raising awareness of LGBTQ by the classroom teachers and the students' council members are some of the ways that we will be able to address homophobic and transphobic bullying in our school.
- Pupils will be educated in safe and acceptable mobile phone, social networking and internet usage. This is taught as a part of SPHE and highlighted in the school journal. This can include being reminded by staff members and also with posters to raise awareness. Parents and pupils can be reminded before school trips. This may also be done by hosting talks for pupils, parents and staff.
- Cyber-bullying will be addressed by strict enforcement of anti-bullying procedures within the schools Code of Behaviour.
- Curricular and Extra-curricular programmes foster opportunities to develop a positive sense of self-worth.
- Organisers of extra-curricular activities in Coláiste Iognáid will be informed of the anti-

bullying policy and specifically the importance of fostering an attitude of respect for all. Extra-curricular organisers can positively influence pupils about diversity; address prejudice and stereotyping and highlight the unacceptability of bullying behaviour. They are requested to refer any concerns to the Deputy Principal or Principal should the need arise.

- Student Council organise annual Anti-Bullying / Friendship Initiatives.
- when practical guest speakers will be invited to help raise awareness of various forms of bullying and the impact on the victim for members of the school community.

INVESTIGATIVE PROCEDURES

Coláiste Iognáid has a whole-school approach to appropriate behaviour towards others and when dealing with bullying. All reported incidents of bullying will be investigated fairly and comprehensively, respecting the rights of all students.

A pupil or parent may bring a bullying concern to any teacher in the school. Any such concerns will be forwarded to the Year Head / Deputy Principal or Principal who is the relevant teacher for the purposes of any investigation to be carried out. All concerns, including those submitted anonymously will be investigated. Allegations of bullying will be fully investigated before action is taken.

Where bullying has been identified, 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 specific cases are as follows:

1) A bullying report form will be filled in by staff member that was approached or witnessed the incident.

2) Bullying Report form will be given to the Year Head (known as the relevant teacher).

3) Year Head will investigate the incident, interview the parties involved and any witnesses.

- Relevant teacher will take a calm, unemotional problem-solving approach
- Incidents will be investigated outside of the classroom to ensure privacy
- Pupils may be asked to write an account of their version of events
- Interviews will be conducted with sensitivity and with due regard to rights of all pupils concerned
- Members concerned will be interviewed individually at first and maybe as a group thereafter taking into account the pressure some pupils may feel in a group.

4) In the case of bullying, Parents/ Guardians, of the bully and victim will be contacted.

   In the situation where disciplinary sanctions are required, this is a private matter between the pupil being disciplined, his or her parents and the school.

5) Disciplinary sanctions may be applied in line with Coláiste Iognáid' s Code of Behaviour and only after consultation with the Deputy Principal/Principal.

6) All cases will be brought to the attention of the Principal.

7) The situation will be reviewed by the Year Head and/or Care-team member and/or staff member that made the original report to ensure it has stopped.

Follow- up meetings may be arranged, individually at first with a view to bringing the parties together at a later date.

8) The situation may be monitored on an on-going basis until the school is reasonably satisfied that the:

- bullying behaviour has ceased
- issues have been resolved as far as is practicable
- relationship of parties is restored as far as is practicable

9) Serious cases may be referred to Tusla and/or Gardaí where deemed appropriate.

10) All cases will be reported to the Board of Management.

11) A case that is deemed an emergency by the reporting staff member may report directly to the Deputy Principal/ Principal or proxy on the given day.

SCHOOL'S PROGRAMME OF SUPPORT

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

- The situation may be monitored by the care-team and/or year head and/or reporting staff member on an on-going basis until the school is reasonably satisfied that the:
    - o bullying behaviour has ceased
    - o issues have been resolved as far as is practicable
    - o relationship of parties is restored as far as is practicable
- Pupils will be encouraged to participate in activities designed to raise their self-esteem, develop friendship and social skills to improve their resilience.
- The existing pastoral care structures allow for support to be offered by the Class Tutor (where appropriate) and Year Head in the first instance.
- Referrals can also be made by the year head and/or reporting staff member to the Guidance Counsellors and/or Chaplain and/or Care Team.
- After discussion within the Care Team referrals to an outside agency can also be possible when deemed necessary and appropriate by the DLP and DDLP.

SANCTIONS

In line with our ethos, restorative approaches will be explored in order to ensure students are given the opportunity to take responsibility for their actions and to gain an understanding of the impact of their actions on other people.

Following final investigations and consideration, sanctions may be imposed as considered appropriate. As all situations are different, there is no set punitive response for every case.

If sanctions are deemed necessary, these may include:

- a verbal warning
- requirement from a student to confirm in writing their commitment to the School Code of Behaviour and acceptance of this Anti-Bullying Policy
- detention or community service
- meeting with parents/guardians
- behavioural plan
- suspension
- expulsion from the School

SUPERVISION AND MONITORING

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.

PREVENTION OF HARRASMENT

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 pupils or staff or the harassment of pupils 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.

POLICY PUBLICATION

This policy was adopted by the Board of Management on the 10th February 2022.

REVIEW

This policy has been made available to school personnel. The policy is published on the school website and is available to parents and pupils on hardcopy upon request The Parents' Council have been furnished with a copy. A copy of this policy will be   made available to the Department and the patron if requested.

RATIFICATION

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 will otherwise be readily accessible to parents and pupils on request. A record of the review and its outcome will be made available, if requested, to the patron and the Department of Education.

Signed: _____

Principal

Signed: _____

Chairperson of Board of Management

Date: _____

Appendix 1

Key Elements of a Positive School Culture and Climate

- Staff members share a collegiate responsibility, under the direction of the Principal, to act in preventing bullying/aggressive behaviour by any member of the school community.

- Coláiste Iognáid acknowledges the right of each member of the school community to enjoy school in a secure environment.

- Coláiste Iognáid acknowledges the uniqueness of each individual and his/her worth as a human being. "Cura personalis - care of the individual, is one of the defining features of the college. The unique character of each person is acknowledged and valued, as a person made in the image and likeness of God."

- Cura personalis is not limited to the relationship between teacher and student; it affects the curriculum and the entire life of the institution. All members of the educational community are concerned with one another and learn from one another.

- Coláiste Iognáid promotes positive habits of self-respect, self-discipline and responsibility among all its members.

- Coláiste Iognáid prohibits vulgar, offensive, sectarian or other aggressive behaviour or language by any of its members.

- Coláiste Iognáid has a clear commitment to promoting equity in general and gender equity in particular in all aspects of its functioning.

- Coláiste Iognáid has the capacity to change in response to pupils' needs.

- Coláiste Iognáid uses subject department planning time to identify aspects of curriculum through which positive and lasting influences can be exerted towards forming pupils' attitudes and values.

- Coláiste Iognáid takes particular care of "at risk" pupils and uses its monitoring systems to facilitate early intervention where necessary and it responds to the needs, fears or anxieties of individual members in a sensitive manner.

- Coláiste Iognáid recognises the need to work in partnership with and keep parents informed on procedures to improve relationships on a school-wide basis.

- Coláiste Iognáid recognises the role of parents in equipping the pupil with a range of life-skills.

- Coláiste Iognáid recognises the role of other community agencies in preventing and dealing with bullying.

- Coláiste Iognáid promotes habits of mutual respect, courtesy and an awareness of the interdependence of people in groups and communities.

- Coláiste Iognáid promotes qualities of social responsibility, tolerance and understanding among all its members both in school and out of school.

Appendix 2: Template for Recording Bullying Behaviour

1.   Name of pupil being bullied and class group

Name _____   Class   _____

2.   Name(s) and class(es) of pupil(s) engaged in bullying behaviour

_____
_____
_____
_____

3.   Source of bullying concern/report

Pupil concerned	
Other Pupil	
Parent	
Teacher	
Other	
Other	

4. Location of incidents

_____
_____
_____

5. Name of person(s) who reported the bullying concern

_____
_____

6.   Type of Bullying Behaviour (tick relevant box(es)) *

Physical Aggression	Cyber bullying
Damage to Property	Intimidation
Isolation/Exclusion	Malicious Gossip
Name Calling	Other (specify)

7.   Brief account of the alleged bullying behavior

_____
_____
_____

8.   Details of actions taken

_____
_____
_____
_____

Signed   _____   Date   _____
              (Relevant Teacher)

Date submitted to Principal/Deputy Principal   _____