

Twisters anti bullying policy

Bullying

If bullying is suspected, the following actions will take place:

To help the victim and to prevent bullying:

- All signs of bullying will be taken very seriously
- All children will be encouraged to speak about their concerns. The victim will be helped to speak out and to tell someone in authority.
- All allegations will be investigated and actions taken to ensure the safety of the victim.
- Victims and alleged bullies will be spoken to separately
- Victims will be reassured that they can trust who they are speaking to and they will be helped, but promises must not be made to tell no one else.
- Records of all discussions will be kept
- Any concerns must be reported to The Principal immediately.

Action towards the bully(ies)

- Alleged bullies will be spoken to, help them to understand the consequences of their behaviour and an apology sought where required.
- Parents will be informed
- Provision of support for the victim's teacher
- Sanctions as necessary will be imposed
- Encourage and support the bullies to change their behaviour
- Meetings with parents will be scheduled to report on progress
- Written records of all actions taken to be kept

Information to be obtained when suspicions or allegations are made:

- Child's personal details, name, age, date of birth (obtainable from enrolment form)
- Child's home address and telephone number (obtainable from enrolment form)
- Whether or not the person making the report is expressing their own concerns or those of someone else
- The nature of the allegation, including date, times and any special factors relevant
- A description of any visible signs of injury. Any behavioural changes.
- Details of any witnesses to the incident.
- The child's account.
- Time of parental involvement
- Parental response
- Full report of the alleged incident, who reported it, etc.

