



Kinabalu International School

Anti-Bullying Policy

'At Kinabalu International School we are dedicated to providing an excellent education in a caring, respectful environment, challenging students to achieve their full potential as successful world citizens'.

Statement of Purpose

At Kinabalu International School we believe all members of the school community have the right to come to school each day without fear of intimidation or bullying. KIS has a zero tolerance of bullying to which we are all expected to adhere and all teachers are expected to model and support in their day to day work with students. Zero tolerance means we as a community will not stand by and ignore any incidents of bullying in any form.

At KIS we understand that bullying can include any or all of the following;

- **Verbal bullying** - name calling including sexist, homophobic or racist references
- **Physical bullying** - pushing, poking, arm twisting, punching etc
- **Social bullying** - behaviour which diminishes someone's feeling of self through ignoring, isolation, excluding or shunning behaviour
- **Cyber bullying** – using technology to verbally, socially or psychologically bully. This can happen through chat rooms, social networking sites, e-mails or mobile phones.

Bullying refers to conscious, wilful and deliberate acts intended to harm and induce fear through the threat of further aggression which if unchecked leads to a feeling of desperation, fear and ultimately terror in the victim. It is recognised that bullying involves an abuse of power by one person over another which makes it difficult for the targeted person to respond. We recognise that in all cases this type of behaviour needs to be challenged by all members of the school community and is the aim of the school to use its resources to change the prevailing attitude mode of behaviour.

- All staff are expected to report any identified incidents of bullying to the appropriate Class teachers, Form Tutors, Head of School or the Principal, so the incident can be investigated and action taken.
- All students who are perceived to be victims of bullies are encouraged to talk to a teacher, a parent or someone about the bullying and their information will be treated in confidence and with respect and an appropriate course of action decided on.
- All students who witness bullying incidents are expected to report the incidents. This can be either to a teacher, a parent or through the school *Incident Boxes* outside the Head of Primary and Head of Secondary Offices.
- Any teacher who suspects bullying is taking place should report their concerns to the Head of School.

Action

In the first instance students who are identified as acting in a bullying manner will have the incidents investigated and will be talked to about their behaviour from the class teacher, form tutor or Head of School as appropriate. A record of the incident using a standard format will be maintained by the class teacher and the Head of School. The class teacher, form tutor or Head of School will discuss the issues raised with the student identified and advice will be given to those involved which will be aimed at stopping the bullying behaviour. Depending on the severity of the incident the parents of the student reported will be consulted and the focus of the discussion with the parents will be on changing behaviour.

Students involved in bullying behaviour will be expected to change and failure to do so will result in sanctions. Any single incident of bullying which contravenes school regulations will lead immediately to sanctions in line with the KIS Behaviour Policy. Students who are identified as victims will be monitored, supported and their parents notified. This support will be provided by the class teacher, form tutor or external agencies as deemed appropriate.

Anti Bullying activities and awareness are incorporated in the PSHE programme as well as school assemblies.

Guidelines on Action to be taken

Victim Support

Students need to be aware of strategies to deal with the bullying. All claims of bullying need to be taken seriously and investigated promptly.

Identifying Bullying

Adults in school should look out for the following:

- **Physical:** hitting, kicking, taking belongings – look for cuts and bruises or dishevelled clothing, damage to property or unaccountable loss of bags, books, equipment or money.
- **Verbal:** name calling, insulting, making offensive remarks.
- **Indirect:** spreading nasty stories about someone, exclusion from social groups, sending malicious messages by email or text messages on mobile phones.
- **Changes in behaviour:** especially previously extrovert students becoming withdrawn
- Students being isolated or disengaged from the class e.g. unwilling to participate in group work.
- Unusual patterns of non attendance.
- Self exclusion - students who regularly sit by themselves in class or at break times

Vulnerable students may be those who:

- Lack close friends at school
- Are shy and may have a sheltered home life
- Are different in an obvious respect (eg physical disability or racial background)
- Behave differently or inappropriately
- Appear to isolate themselves
- Engage in self harm
- Appear withdrawn and depressed.

Sanctions

The responses and consequences to confirmed bullying incidents are dependent on the issues identified by the investigating staff with the age of the students involved, any past history, and other similar offences, all being taken into consideration. A combination of the following responses and sanctions may be subsequently imposed:

- A class discussion led by the class or form tutor member focusing on a particular kind of inappropriate behaviour.
- Counselling by the class teacher, form tutor, Head of School or another teacher who has knowledge of the incident.
- A verbal warning, from the teacher, form teacher or Head of School.
- The student is placed on a daily report.
- A conduct detention sanctioned by the Head of School.
- An out-of-school suspension for between one and three days sanctioned by the Principal (Chairman of Board of Management informed.)
- Parents asked to withdraw their child by the Principal and the Chairman of Board of Management.
- Permanent exclusion will be imposed for extreme cases. This will be recommended by the Principal and approved by the Chairman of Board of Management

Monitoring, evaluation and review

KIS will review this policy regularly and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the school and the wider parent community.

Created: **November 2010**

Next Review: **November 2012**