



علم متميز مع حب المجتمع
Learning Excellence with a Community Heart

Antibullying Policy

Ratified by RAK Academy Board of Governors on 16 November 2020. Document No. POL36.161120.A

1. Rationale:

At RAK Academy, we are committed to providing a warm, caring and safe environment for all our children so that they can learn and play in a relaxed and secure environment. Everybody has the right to be treated with respect and pupils who are bullying others must learn to behave differently. Bullying of any kind is unacceptable and will not be tolerated in RAK Academy. RAK Academy is committed to developing an anti-bullying culture where the bullying of adults, children or young people is not tolerated in any form. We take all incidents of bullying very seriously.

We are TELLING Academy!

2. Aims of this Policy

A) The aim of this policy is to prevent and deal with any behaviour deemed as bullying. All members of the Academy have a responsibility to recognize bullying when it occurs and take appropriate action in accordance with the Academy policy.

B) This will be achieved in the following ways:

- The Academy will meet the legal requirement for all schools to have a proactive anti-bullying policy in place
- The Academy will ensure that the policy will remain in line with Ministry of Education requirements
- In support of the Academy's guiding statements to create a safe learning environment, all stakeholders will ensure that appropriate, common and agreed strategies are intrinsic within the Academy's ethos
- Whole Academy initiatives (staff training, events, etc.) and proactive teaching strategies and curriculum planning (Moral Education/PSHE) will embed the agreed strategies throughout the curriculum. A positive, caring ethos will be created and maintained within the school environment where everyone can work, play and express themselves, free from the fear of being bullied.

3. Links with RAK Academy Policies and Practices:

This policy links with several RAK Academy policies, practices and procedures including:

- Behaviour to Achieve Policy
- Child Protection and Safeguarding Policy
- E- Safety Policy

4. Definition of Bullying:

The Academy has the following definition of bullying which is our shared understanding of what bullying is: Behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally. This can take many forms and is often motivated by prejudice.



How does bullying differ from teasing/falling out between friends or other types of aggressive behaviour?

- There is a deliberate intention to hurt or humiliate
- There is a power imbalance that makes it hard for the victim to defend themselves
- It is usually persistent

It takes many forms, including but not limited to:

- Emotional - being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures), ridicule, humiliation
- Verbal - name-calling, sarcasm, spreading rumors, threats, teasing, making rude remarks, making fun of someone
- Physical - pushing, kicking, hitting, pinching, throwing stones, biting, spitting, punching or any other forms of violence, taking or hiding someone's things
- Racist - racial taunts, graffiti, gestures, making fun of culture and religion
- Sexual - unwanted physical contact or sexually abusive or sexist comments
- Online/cyber - setting up 'hate websites', sending offensive text messages, emails and abusing the victims via social media (See below)
- Any unfavorable or negative comments, gestures or actions made to someone relating to their disability or special educational needs

5. What is Online or Cyberbullying?

In today's climate, where technology is now a culture of the classroom, we feel that there is an added responsibility to ensure RAKA students are aware of Cyber Bullying and how they can report it.

Cyberbullying is bullying that takes place over any digital device like cell phones, computers, and tablets. Cyberbullying can occur through SMS, Text, and apps, or online in social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can include sharing personal or private information about someone else causing embarrassment or humiliation. It can also include harassment or cyberstalking, defamation or vilification, impersonation, unauthorised publication of private images, manipulation or peer rejection.

5.1 Special concerns

Cyberbullying has unique concerns in that it can be:

Persistent – Digital devices offer an ability to immediately and continuously communicate up to 24 hours a day, so it can be difficult for children experiencing cyberbullying to find relief

Permanent – Most information communicated electronically is permanent and public, if not reported and removed. A negative online reputation, including for those who bully, can impact university admissions, employment, and other areas of life

Hard to Notice – Because teachers and parents may not overhear or see cyberbullying taking place, it is harder to recognise

Breaking the Cybercrime Law – Federal Law No.5. Students need to be aware that any incidences of cyberbullying which contravene the Federal Law of the U.A.E. will result in the immediate Permanent Exclusion from the Academy.



5.2 Responding to Cyber Bullying

When responding to cyberbullying concerns, the Academy will:

- take positive action in regard to cyber-bullying that occurs outside of school hours if and when this becomes known to the Academy and/or it is impacting on the well-being of the student concerned
- Act as soon as an incident has been reported or identified
- Provide appropriate support for the person who has been cyberbullied and work with the person who has carried out the bullying to ensure that it does not happen again
- Encourage the person being bullied to keep any evidence (screenshots) of the bullying activity to assist any investigation
- Take all available steps where possible to identify the person responsible. This may include:
 - looking at use of the school systems
 - identifying and interviewing possible witnesses
 - Contacting the service provider and the police, if necessary
- Work with the individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation. This may include:
 - Support reports to a service provider to remove content if those involved are unable to be identified or if those involved refuse to or are unable to delete content
 - Confiscating and searching pupils' electronic devices, such as mobile phones, in accordance with the law and also the school searching and confiscation policy
 - Requesting the deletion of locally held content and content posted online if they contravene school behavioural policies
- Ensure that sanctions are applied to the person responsible for the cyberbullying; the Academy will take steps to change the attitude and behaviour of the bully, as well as ensuring access to any additional help that they may need
- Inform the police if a criminal offence has been committed
- Provide information regarding steps they can take to protect themselves online. This may include:
 - Advising those targeted not to retaliate or reply
 - Providing advice on blocking or removing people from contact lists
 - Helping those involved to think carefully about what private information they may have in the public domain

6. Possible Signs and Symptoms of Bullying

A student may indicate by signs or behaviour that he/she is being bullied. Adults should be aware of these possible signs and symptoms and that they should investigate any changes to a child's behaviour or unusual activity including:

- Fear of walking to or from school
- Reluctance to go on the school bus
- Persistent reluctance to go to school (school phobic)
- Truancy
- Signs of withdrawal, anxiety, or lack of confidence
- Attempts or threats of suicide
- New episodes of nightmares
- Persistent claims of feeling ill in the morning
- Unexplained cuts or bruises
- Continual loss of money
- Bullying of other children or siblings



- Sudden changes to eating habits
- Appears nervous and anxious when a cyber message is received

These signs and behaviours could indicate other problems, nor is this an exhaustive list but bullying should be considered a possibility and should be investigated.

7. What can you do if you are being bullied?

Nobody has the right to make anyone feel unhappy. If someone is bullying you it is important to remember that it is not your fault and that there are people who can help you.

Pupils must engage with the Anti-Bullying policy by following the below steps:

Start
Telling
Other
People

- Whether you are the victim of bullying or if you see someone else being bullied, you must stop and tell a trusted adult: your Teacher, Student Achievement Leader (SAL), Grade Leader, Child Protection Officer, Wellbeing & Counselling Manager or a member of staff of your choice
- You could tell your parents and they will report to school who will instigate the matter fully
- You could tell the anti-bullying ambassadors who are part of the Student Leadership Team
- You can report by sending an email to: reportbullying@rakacademy.org or through the Academy's website.
- The Academy will ensure you get the support you need and instigate the matter fully

8. Preventing Bullying

8.1 Role of the Academy

RAK Academy will not tolerate bullying. RAK Academy recognises that bullying, especially if left unaddressed, can have a devastating effect on individuals; it can create a barrier to learning and have serious consequences for mental wellbeing. By effectively preventing and tackling bullying, our schools can help to create safe, disciplined environment, where pupils are able to learn and fulfil their potential

The Academy is responsible for providing proactive teaching strategies throughout the year.

The Academy provides the following assurances:

- We embed the S.T.O.P. system throughout the Academy, clearly indicating confidentiality and communicating who the trusted adults are in each school
- We Support staff to promote positive relationships, to help prevent bullying
- We recognise that some members of our community may be more vulnerable to bullying and its impact than others; being aware of this will help us to develop effective strategies to prevent bullying from happening and provide appropriate support, if required
- We investigate and respond to every reported incident
- We will ensure parents are kept informed at all relevant stages
- We raise awareness through the Moral Education Programme, assemblies, Anti-bullying week campaign and other whole Academy events



- We educate students and staff on the importance of promoting inclusion and tolerance
- E-safety awareness programmes are planned during the year to reinforce the individual's rights and responsibilities, including information sessions to address students, teachers and parents
- Anti-Bullying ambassadors will be responsible for supporting staff to ensure RAK Academy is a safe, happy and welcoming environment for all
- We ensure our pupils are aware that bullying concerns will be dealt with sensitively and effectively; that everyone should feel safe to learn and abide by the antibullying policy
- We monitor and review our anti-bullying policy and practice on a regular basis
- We utilise support from the Local Police and other relevant organisations when appropriate
- We provide a range of approaches for pupils, staff, and parents/guardians to access support and report concerns, including an anonymous online reporting service
- Regularly update and evaluate our practice to take into account the developments of technology and provide up-to-date advice and education to all members of the community regarding positive online behaviour
- Take appropriate, proportionate and reasonable action, in line with existing Academy policies, for any bullying brought to the Academy's attention, which involves or affects pupils, even when they are not on Academy's premises; for example, when using school transport or online, etc
- Implement appropriate disciplinary sanctions; the consequences of bullying will reflect the seriousness of the incident, so that others see that bullying is unacceptable
- Use a variety of techniques to resolve the issues between those who bully, and those who have been bullied.

8.2 Role of the Pupils

Nobody has the right to make anyone feel unhappy. If someone is bullying you, or you see someone else being bullied it is important to remember that it is not your fault and that there are people who can help you.

Pupils must engage with the Anti-Bullying policy by following the below steps:

Start

Telling

Other

People

- Whether you are the victim of bullying or if you see someone else being bullied, you must help stop the bullying by telling a trusted adult: this may be a teacher, a senior member of staff, the Child Protection Officer, or simply your parents
- You could tell the anti-bullying ambassadors who are part of the Student Leadership Team
- You can report by sending an email to: reportbullying@rakacademy.org or through the Academy's
- The Academy will ensure you get the support you need and will instigate the matter fully

8.3 Role of the Parents/Guardians

At RAK Academy we recognise the role which parents and guardians play in dealing with instances of bullying. These include:

- Discuss the Academy's anti-bullying policy with your child and suggest positive strategies if his/her rights are abused
- Support and educate your children on the Start Telling Other People ethos
- Engage in proactive parent forums and awareness workshops initiated by the Academy
- Support the Academy in their investigations and decision making with regards to any bullying instances
- If your child is being bullied, please report it to reportbullying@rakacademy.org or through the Academy's website ; the Academy will then take action.



9. Supporting pupils

9.1 Pupils who have been bullied will be supported by:

- Reassuring the pupil and providing continuous support
- Offering an immediate opportunity to discuss the experience with their teacher, the Deputy Child Protection Officer, or a member of staff of their choice
- Being advised to keep a record of the bullying as evidence and discuss how respond to concerns and build resilience as appropriate
- Providing ongoing support; this may include working and speaking with staff, offering formal counselling, engaging with parents/ guardians.
- The anti-bullying ambassadors will be introduced to the victim and the bully in order to create a support channel, He/she will have a weekly chat with the victim to make sure that things are ok
- Working towards restoring self-esteem and confidence through counselling sessions
- Where necessary, working with the wider community and organisations to provide further or specialist advice and guidance

9.2 Pupils who have perpetrated the bullying will be helped by:

- Discussing what happened, establishing the concern and the need to change
- Informing parents/guardians to help change the attitude and behaviour of the child
- Providing appropriate education and support regarding their behaviour or action
- Providing ongoing support; this may include working and speaking with staff, offering formal counselling, engaging with parents and guardians
- Working towards restoring self-esteem and confidence through counselling sessions
- Where necessary, working with the wider community and organisations to provide further or specialist advice and guidance
- The anti-bullying ambassadors will be introduced to the victim and the bully in order to create a support channel, He/she will have a weekly chat with the victim to make sure that things are ok
- If online, requesting that content be removed and reporting accounts/content to service provider
- Sanctioning, in line with school Behaviour to Achieve policy; this may include official warnings, detentions, removal of privileges (including online access when encountering cyberbullying concerns), and fixed-term or permanent exclusions

10. Sanctions

Sanctions are determined by the nature of the bullying on a case-to-case basis, as each individual case will have different circumstances.

Sanctions might include:

- Apologising to the victim(s) verbally or in writing
- Formal monitoring of behaviour incidents
- Reflection time to discuss alternative behaviour
- C4 detention/escalated behaviour pathway
- Weekly behavioural report card
- Temporarily removing from class and working in supervised isolation
- Withdrawal of break and lunchtime privileges
- Withholding participation in a school trip or sports event(s) that are not an essential part of the curriculum



- In school suspension
- Out of school suspension
- Fixed term and permanent exclusion from the Academy

Any exclusion for even a short period would be discussed and agreed by the Senior Leadership Team. The Headteacher, the Wellbeing & Counselling Manager, the Executive Principal and where necessary, the Chair of the Board of Governors

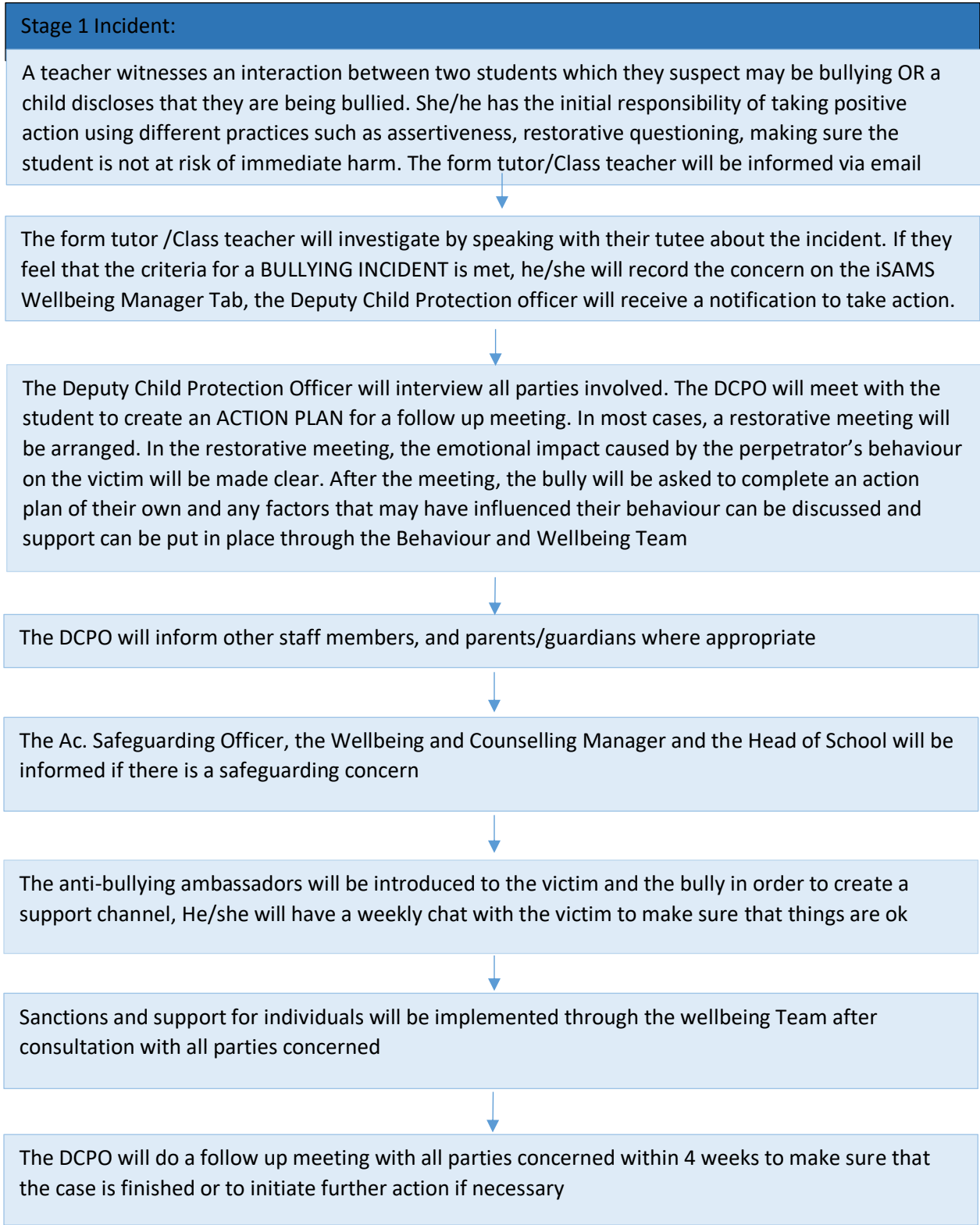
11. Responding to bullying:

The following steps may be taken when dealing with all incidents of bullying reported to the Academy:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached or witnessed the concern
- The Academy will provide appropriate support for the person being bullied – making sure they are not at risk of immediate harm and will involve them in any decision-making, as appropriate
- The Deputy Child Protection Officer will interview all parties involved
- The Ac. Safeguarding Officer, the Wellbeing and Counselling Manager and the Head of School will be informed of all bullying issues where there are safeguarding concerns
- The DCPO will inform other staff members, and parents/ guardians, where appropriate
- Sanctions and support for individuals will be implemented, in consultation with all parties concerned
- The anti-bullying ambassadors will be introduced to the victim and the bully in order to create a support channel, He/she will have a weekly chat with the victim to make sure that things are ok
- If necessary, other agencies may be consulted or involved, such as: the police (if a criminal offence has been committed)
- Where the bullying takes place off school site or outside of normal school hours (including cyberbullying), the school will ensure that the concern is fully investigated. Appropriate action will be taken, including providing support and implementing sanctions
- A clear and precise account of the incident will be recorded by the school in accordance with existing procedures. This will include recording appropriate details regarding decisions and action taken on iSAMS Wellbeing Manager tab



12.1 Stages of how to respond to bullying:





Stage 2 incident:

If the perpetrator fails to meet the target in their action plan, the DCPO will discuss the case with the Head of School and liaise with the Student Achievement Leader(SAL)/ Grade Leader to contact their parents and decide upon an appropriate sanction.

A new action plan will be decided and monitored by DCPO and Head of School

Providing ongoing support through counselling sessions

Where necessary, working with the wider community and organisations to provide further or specialist advice and guidance

We always endeavour to understand any extenuating circumstances and try to deal with each case on an individual basis. Disciplinary measures are applied fairly, consistently, and reasonably taking account of any special educational needs or disabilities and taking into account the needs of vulnerable students. We also consider the motivations behind bullying behaviour and whether it reveals any concerns for the safety of the perpetrator. Where this is the case, the child engaging in bullying may need support themselves.

Stage 3 incident:

In cases of persistent bullying, or in cases of bullying that caused serious emotional or physical harm to the victim, the student will be referred to SLT/EP and an exclusion may follow after the consultation with the Board

Where necessary, working with the wider community and organisations to provide further or specialist advice and guidance

13-- Monitoring and evaluation of the policy

To ensure this policy is effective, it will be monitored and evaluated biannually.

Questionnaires completed by the whole Academy community, together with surveys, student voice and monitoring of bullying incident forms will be used to review the policy. Following the review, any amendments will be made to the policy and everyone will be informed.



Appendix 1

Student Friendly Anti- Bullying Flow Chart

