



# PORG International School

## Anti-bullying Policy

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Last update by:	Barbora Gazdova	Date: September 2022
Approved by:	Dagmar Dluhosova	

## Introduction

We as a school at PORG International are committed to taking action to protect students from bullying and to respond appropriately when bullying does occur. Bullying, however, is defined as behaviour by an individual or group, which intentionally hurts another individual or group physically or emotionally. Bullying can have serious long-term psychological impacts on those affected. Bullying can be short term or continuous over long periods of time. The behaviour is often repeated and habitual.

## Ethos

All governors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is and to know that bullying is not acceptable under any circumstances at PORG International School. All pupils should feel confident that reported instances of bullying will be investigated swiftly, sensitively and effectively by staff. If a pupil is being bullied or made unhappy / uncomfortable, they should report it to the teacher or any member of staff they know and trust, or to their parents who should inform the class teacher or principal of the school. It is rather important for all members of school community to abide by the anti-bullying policy and model respectful behaviour in all situations.

## Publication

This Policy is updated annually and is published to all staff and volunteers. The PORG International School anti-bullying policy is available to school personnel, teaching and non-teaching staff, pupils and parents on the school website.

## Overview of this policy

- Abbreviations.
- Staff awareness.
- Aims and objectives of safeguarding in our school.
- What is bullying?
- Actions where there are concerns about a child.

- Identifying Concerns – Types and signs of bullying.
- Indicators of bullying behaviour.
- Prevention programs.
- Contact details.
- Recording bullying behaviour – template.

## Abbreviations

- SEN – Special Educational Needs.
- OSPOD – Child’s Service.

## Staff awareness

All our staff members are aware of the systems within The PORG International School which support anti-bullying. **All** staff are made aware of the early help process, and understand their role in this. This includes staff being able to identify emerging problems, liaising with our class teachers, sharing information with other professionals to support early identification and assessment.

**All** staff know what to do if a child tells them he/she is being bullied. Staff understand how to maintain an appropriate level of confidentiality, while at the same time understand the requirement around sharing information appropriately with the class teachers, pastoral care and other relevant professionals.

## Aims and objectives of safeguarding in our school

Our commitment is to safeguard and promote the welfare, health (including mental health) and safety of our pupils by creating and maintaining an open, safe, caring and supportive atmosphere.

We have three primary aims:

- All governors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is.
- All governors and teaching and non-teaching staff should know what the school policy is on bullying, and follow it when bullying is reported.
- All pupils and parents should know what the school policy is on bullying, and what they should do if bullying arises.

At PORG International because we care, we value all members of our school community. We are responsible and therefore committed to working towards a safe and supportive school. To achieve student's maximum potential. We believe:

- Each person has the right to be valued and treated with respect.
- Each person has the right to participate in a pleasant, healthy and safe environment.
- Each person has the right to develop in a positive learning environment.
- Each person has the right to be valued for his/her individuality, to be cared for, trusted and encouraged to express him/herself in a supportive school environment.

## What is bullying?

Bullying is unacceptable behaviour used by an individual or group, usually repeated over time, which intentionally hurts another individual or group either physically or emotionally.

In other words, Staff members at PORG International School are advised to maintain a „STOP“ bullying attitude at all times .

STOP – Several Times On Purpose

## Actions where there are concerns about a child

### **An anti-bullying attitude is everyone's responsibility**

An anti-bullying attitude is everyone's responsibility and all staff, regardless of their role, should exercise vigilance and be watchful for, and aware of, signs that a child may be in need of help as well as the signs of bullying. If staff members have nagging doubts or questions they should speak immediately to pastoral care or the class teacher. The pastoral care or the class teacher will discuss the matter with the principal and will decide on an appropriate course of action.

## Steps to be taken by the staff if concerns arise

The class teacher, pastoral care and/or principal will listen to what they have to say and inform them about what should be done next. Usually problems can be dealt with discreetly by discussing the matter with the other person and keeping all parents, as appropriate, informed. All instances of bullying must be referred to the pastoral care, who will keep a record and will inform the principal.

When a case of bullying has been dealt with, the teacher and principal will speak to the pupil about two weeks later and again the following half-term. If the matter is unresolved, the matter will be dealt with more severely. Sanctions will depend on the severity of the bullying and the ages of those involved, ranging from a letter home and principal's warning to filling report to OSPOD in the case of intimidation and persistent bullying.

A bullying incident should be treated as a child protection concern where there is 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm'. In certain circumstances where the Principal considers and decides that bullying behaviour must be recorded, the relevant teacher must use the "recording template"

- **Be alert** to the signs of bullying and refer to pastoral care.
- **Questioning behaviours** if something seems unusual (try to speak to the child alone, if appropriate, to seek further information)
- **Ask for help your pastoral care or principal** will handle your concern. (It will be rediscussed in following two weeks).
- **Refer** to local authority children's social care (OSPOD, POLICE) if, at any time, you believe the matter should be dealt with more severely.

## Identifying Concerns - Types and signs of bullying

Types of bullying	Signs
Physical assault	pushing, hitting, kicking, biting, threatening to do so
Verbal	name calling, sarcasm, spreading rumours, persistent teasing
Emotional	excluding, hiding possessions, threatening gestures, humiliation
Racist, religious, cultural	taunting, graffiti, gestures
Sexual	unwanted physical contact, comments, abuse
Sexist	imposing stereotypical images, victimizing someone because of their gender
Cyber (technology use)	email technology, instant messaging, text messaging, websites, social networking sites

Other	disabilities (SEN)
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## Indicators of bullying behaviour

It is essential to be alert to any changes in student’s behaviour as these signs and symptoms may suggest that pupil is being bullied. Such students may develop feelings of insecurity, humiliation and extreme anxiety and thus may become more vulnerable. Self-confidence may be damaged with a consequent lowering of self-esteem.

### Indicators of bullying behaviour

The following indicators may suggest that a pupil is being bullied:

- Anxiety about travelling to and from school e.g. requesting parents to drive or collect him/her, changing travel routes, avoiding regular times for travelling to and from school.
- Unwillingness to go to school.
- Deterioration in educational performance, loss of concentration and loss of enthusiasm and interest in school.
- Pattern of physical illnesses, e.g. headaches, stomach aches.
- Unexplained changes either in mood or behaviour which may be particularly noticeable before returning to school after weekends or more especially after longer school holidays.
- Visible signs of anxiety or distress e.g. stammering, withdrawing, nightmares, difficulty in sleeping, crying, not eating, vomiting or bedwetting.
- Spontaneous out-of-character comments about either pupils or teachers.
- Possessions missing or damaged.
- Increased requests for money or stealing money.
- Unexplained bruising or cuts or damaged clothing
- Reluctance and/or refusal to say what is troubling him/her.

## Prevention programs

It is important that students, staff and parents/carers understand what bullying is, how it impacts on people and how bullying is responded to. To prevent bullying at PORG International School we promote effective social skills and positive relationships through:

- A school-Wide Positive Behaviour Support.
- An active and supportive staff team.
- A curriculum which is relevant to the needs of the students and taught with care.
- Extra-Curricular programs to support and challenge students and to provide them with opportunities to develop new and important life skills.
- Within teaching and learning programs, including curriculum and alternative programs.
- Information Sheets for children and parents/carers.
- Staff professional development.

## PORG CONTACTS

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| • Pastoral Care | Deivis Rivera<br><a href="mailto:rivera@porg.cz">rivera@porg.cz</a>           |
| • Principal     | Barbora Gazdova<br><a href="mailto:gazdova@porg.cz">gazdova@porg.cz</a>       |
| • Proprietor    | Dagmar Dluhosova<br><a href="mailto:dluhosova@porg.cz">dluhosova@porg.cz</a>  |
| • Psychologist  | Jana Sklenářová<br><a href="mailto:sklenarova@porg.cz">sklenarova@porg.cz</a> |
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## LOCAL AUTHORITY CONTACTS

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- OSPOD +420 723 089 261
- National telephone number for information and advice on children’s issues - advice service +420 116 111

## Bullying behaviour record

### Name of pupil being bullied and class group

Name	
Class	

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

Source of bullying concern (tick)	Location of incident (tick)
Pupil concerned	Playground
Other Pupil	Classroom
Parent	Corridor
Teacher	Toilets
Other .....	Other .....

### Name(s) of person(s) who reported the bullying concern

**Type of bullying behaviour (tick relevant box(es))**

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

**Where behaviour is regarded as identity-based bullying, indicate the relevant category**

Homophobic	Disability/SEN related	Racist	Membership of Traveller community	Other (specify)

**Brief description of bullying behaviour and its impact**

**Details of actions taken**



Signed \_\_\_\_\_ (Relevant Teacher) Date \_\_\_\_\_

Date submitted to Principal/Deputy Principal \_\_\_\_\_