

# Lanesboro Community College

## Anti - Bullying Policy

### 2023-24

#### Relationship to school's mission statement.

**Mission statement:** *Lanesboro Community College is committed to providing superior services and academic programmes that challenge the mind and body, instilling the joy of lifelong learning and responsible citizenship. We recognise every member of our school community as a unique individual, each with the potential to grow academically, emotionally, spiritually and socially and it is our aim to provide an environment conducive to this development at all times. We want our school to be a healthy, happy place where everybody can learn, teach and work in a safe secure environment.*

1. 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 Lanesboro Community College 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.

2. As an additional safeguard , from September 2023 , students will not be permitted to use mobile phones during the school day. Phones must be kept out of sight and powered off during the school day for all year groups
  
3. 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.

3. 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/isolation, malicious gossip and other forms of relational bullying,
- Physical Aggression
- Damage to property
- Name Calling
- Intimidation

- 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 of the *Anti-Bullying Procedures for Primary and Post-Primary Schools*.

4. All members of the school community are subject to this policy.

Bullying behaviour such as cyber-bullying which breaks the law may be referred to the Gardaí.

Our anti-bullying policy will be applicable:

- During school time.
- Going to and from school.
- School tours/trips.

- Extracurricular activities.
- Any occasion when school uniform is worn.
  
- The school reserves the right to apply its anti-bullying policy in respect of bullying that occurs at any location, function, activity or event if, in the opinion of the school management, the alleged bullying has repercussions in school, i.e. has resulted in a hostile environment being created in the school for the victim. If such an incident interferes with the rights of the victim or impinges on their education or the orderly operation of the school, then the school management reserves the right to apply its anti-bullying policy.

✚ The Pastoral Care team investigates any incidence of alleged bullying.

*The education and prevention strategies (including strategies specifically aimed at cyber-bullying and identity-based bullying including in particular, homophobic and transphobic bullying) that will be used by the school are, as follows:*

- ✚ Prevention of bullying and promotion of respect for diversity and inclusiveness is part of every subject with particular emphasis in subjects such as CSPE, RSE, Religion and SPHE.
- ✚ Students are provided with opportunities to develop a positive sense of self-worth through project work and extracurricular activities.
- ✚ We have a Peer Mentor system in the school. Fifth year students train as peer mentors and then work with first year students during the transition period and also with new students into the school. The Peer Mentors monitor and report any incidences of bullying behaviour.


- ✚ Parents receive information on bullying, particularly on being aware of cyber-bullying, and first year parents are encouraged to contact the school if they have any concerns.

5. *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 cases of bullying behaviour are as follows (see Section 6.8 of the "Anti-Bullying Procedures for Primary and Post-Primary Schools") :*

- ✚ All incidents of bullying should be reported to the Principal/ Deputy Principal.
- ✚ The Pastoral Care team /management then investigate all allegations of bullying
- ✚ Bullying behaviour will be recorded using the 'Template for recording bullying behaviour' as recommended by the Department of Education and Skills. (Appendix 3)
- ✚ The pastoral care team meet with both parties and support them in resolving the issue.
- ✚ Parents will be informed.
- ✚ If discipline is required, management will deal with this.

6. *The school's programme of support for working with pupils affected by bullying is as follows (see Section 6.8 of the "Anti-Bullying Procedures for Primary and Post-Primary Schools") :*

- ✚ The Pastoral Care team will work with and support both the pupil affected by bullying and the bully.

 Counselling may be offered, if necessary.

## **7. Supervision and Monitoring of Pupils**

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.

## **8. Prevention of Harassment**

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.

9. This policy was adopted by the Board of Management on 4<sup>th</sup> October 2023.
10. This policy has been made available to school personnel and is readily accessible to parents and pupils on request and provided to the Parents' Association. A copy of this policy will be made available to the Department and the patron if requested.

11. 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 (or where none exists, be otherwise readily accessible to parents and pupils on request) and provided to the Parents' Association (where one exists). A record of the review and its outcome will be made available, if requested, to the patron and the Department.

Signed: Willie Denny  
(Chairperson of Board of Management)

Date: 4/10/23

Signed: Alasdair Spinnoc  
(Principal)

Date: 4/10/23

Date of next review: October 2024



## Appendix one – Advice for students

### *Advice for Students on Bullying/Cyber-Bullying*

- It is essential to report any incidents of bullying or concerns about bullying which you may have to a teacher and your parents. (The combating of bullying depends on the extent to which students note and report bullying. Therefore, the well-being of students is very much dependant on the vigilance of their fellow students and their preparedness to report their concerns about bullying to a teacher.)
- Always be aware of your online behaviour and know how to protect yourself from online bullies.
- Keep passwords private.
- Do not put too much personal information online.
- Do not reply to abusive messages/posts. If the bully is a “friend or follower” on Facebook or other social networking site, remove them. You should block unwelcome messages, videos, photos etc.
- Report the issue to the mobile phone or website provider.
- Inform your parents /guardians. If sufficiently serious, report matter to Gardai.
- If cyber-bullying is impacting on your school life, tell a teacher.
- Always keep a detailed record of the bullying as evidence.

## Appendix Two – Advice for Parents on Bullying

### *Advice for Parents on Bullying/Cyber Bullying*

- Monitor the use of mobile phones/social media, particularly with junior students. Stress the importance of online responsibility.
- Don't allow your child to bring their mobile phone to bed with them or to have access to social media at night time.
- Prepare your son/daughter for the possibility of online bullying and the importance of speaking to you about it, should it occur.
- Continue to strengthen your son/daughter's self esteem and so help them to develop emotional resilience.
- Be aware of the signs that bullying may be taking place.
- Encourage your son/daughter to be aware of being inclusive in their social group.
- Familiarise yourself with the social networking sites your child uses.
- Use trusted websites for advice on keeping your son/daughter safe, eg. [www.barnardos.ie](http://www.barnardos.ie)
- Encourage your son/daughter to talk to you if they are being bullied or if they are aware of bullying which is taking place.

## Appendix 3 – Template for recording bullying behaviour

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# Appendix 3 - Template for Recording Bullying Behaviour

## 1. Name of student being bullied and class group

Name \_\_\_\_\_ Class \_\_\_\_\_

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


## 3. Source of bullying concern/report (tick relevant box(es))\*

Pupil concerned	<input type="checkbox"/>
Other Pupil	<input type="checkbox"/>
Parent	<input type="checkbox"/>
Teacher	<input type="checkbox"/>
Other	<input type="checkbox"/>

## 4. Location of incidents (tick relevant box(es))\*

Playground	<input type="checkbox"/>
Classroom	<input type="checkbox"/>
Corridor	<input type="checkbox"/>
Toilets	<input type="checkbox"/>
School Bus	<input type="checkbox"/>
Other	<input type="checkbox"/>

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

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

Physical Aggression	<input type="checkbox"/>	Cyber-bullying	<input type="checkbox"/>
Damage to Property	<input type="checkbox"/>	Intimidation	<input type="checkbox"/>
Isolation/Exclusion	<input type="checkbox"/>	Malicious Gossip	<input type="checkbox"/>
Name Calling	<input type="checkbox"/>	Other (specify)	<input type="checkbox"/>

## 7. Where behaviour is regarded as identity-based bullying, indicate the relevant category:

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

## 8. Brief Description of bullying behaviour and its impact

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## 9. Details of actions taken

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

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

\* **Note:** The categories listed in the tables 3, 4 & 6 are suggested and schools may add to or amend these


## Appendix 4 Checklist for annual review of the anti-bullying policy and its implementation

The Board of Management (the Board) must undertake an annual review of the school's anti-bullying policy and its implementation. The following checklist must be used for this purpose. The checklist is an aid to conducting this review and is not intended as an exhaustive list. In order to complete the checklist, an examination and review involving both quantitative and qualitative analysis, as appropriate across the various elements of the implementation of the school's anti-bullying policy will be required.

	Yes /No
Has the Board formally adopted an anti-bullying policy that fully complies with the requirements of the <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i> ?	Yes
Has the Board published the policy on the school website and provided a copy to the parents' association?	Yes
Has the Board ensured that the policy has been made available to school staff (including new staff)?	Yes
Is the Board satisfied that school staff are sufficiently familiar with the policy and procedures to enable them to effectively and consistently apply the policy and procedures in their day to day work?	Yes
Has the Board ensured that the policy has been adequately communicated to all pupils?	Yes
Has the policy documented the prevention and education strategies that the school applies?	Yes
Have all of the prevention and education strategies been implemented?	Yes
Has the effectiveness of the prevention and education strategies that have been implemented been examined?	Yes
Is the Board satisfied that all teachers are recording and dealing with incidents in accordance with the policy?	Yes
Has the Board received and minuted the periodic summary reports of the Principal?	Yes
Has the Board discussed how well the school is handling all reports of bullying including those addressed at an early stage and not therefore included in the Principal's periodic report to the Board?	Yes
Has the Board received any complaints from parents regarding the school's handling of bullying incidents?	Yes
Have any parents withdrawn their child from the school citing dissatisfaction with the school's handling of a bullying situation?	No
Have any Ombudsman for Children investigations into the school's handling of a bullying case been initiated or completed?	No
Has the data available from cases reported to the Principal (by the bullying recording template) been analysed to identify any issues, trends or patterns in bullying behaviour?	No
Has the Board identified any aspects of the school's policy and/or its implementation that require further improvement?	Yes
Has the Board put in place an action plan to address any areas for improvement?	No

Signed   
Chairperson, Board of Management

Date 4/10/23

Signed   
Principal

Date 4/10/23

**Notification regarding the Board of Management's annual review of the anti-bullying policy**

To: Lanesboro Community College Stakeholders

The Board of Management of Lanesboro Community College wishes to inform you that:

- The Board of Management's annual review of the school's anti-bullying policy and its implementation was completed at the Board meeting of \_\_\_\_\_ [date].
- This review was conducted in accordance with the checklist set out in **Appendix 4** of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*.

Signed Willie Donigan  
Chairperson, Board of Management

Date 4/10/23

Signed Mazel Mannon  
Principal

Date 4/10/23