

BULLYING POLICY

Bullying behaviour is any form of behaviour; physical or verbal, which deliberately causes pain or unhappiness to another person. (bullying) It is a deliberate action done by the perpetrator to give him/her a feeling of power or satisfaction. Bullying includes actions such as ostracizing, name calling, teasing, threatening and any form of physical assault on a person or a person's property.

Stepping Stones Montessori School's view on bullying:

- Bullying/intimidation/disrespect is considered a serious matter at our school and will not be tolerated.
- Necessary steps will be taken by staff to resolve the situation and prevent recurrences.
- Records will be kept of all matters to identify behaviour patterns and for future reference.

Steps for learners

If you feel you are being disrespected or intimidated:

- Say "No" or "I don't like that" or "Please stop doing that" to the person- use words rather than actions.
- Tell the teacher/staff member/principal as soon as possible.
- Tell your parent(s) or any other adult you can trust.
- If you see another child being treated with disrespect, tell a teacher.

Steps for teachers

- Interview the victim/s and perpetrator/s separately and later together.
- The children's feelings are acknowledged and discussed.
- Interview any witnesses.
- Record all discussions and record an Incident Report for all children involved which the principal needs to sign and which is then handed to all parents involved.
- Set up meetings with all parents if necessary.
- Teachers, in presence of Principal, to notify both sets of parents of suspicion of intimidation/bullying behaviour. Meetings to be minuted.
- Consequences for the perpetrator are to be discussed in the meeting.
- Follow- up meetings to be set up.
- Prepare an action plan and implement this if necessary.
- Monitor behavior of perpetrator/s and victim/s and intervene if necessary.
- Record all observations and events and file in children's files.

- Regularly relate events to principal who will decide on the necessity and nature of further action.
- Maintain contact with all parents involved.
- Staff meetings to include discussions about bullying in general.
- All accessible areas of the school grounds need to be monitored during play time and before school.
- If negative behaviour persists, parents to be called in to meet with the principal separately or in a facilitated meeting between both parties, and future management discussed.