

Policy name	Anti-bullying policy for Crimson Global Academy		
Policy number	CS -05		
Review cycle	Every year		
Reviewed	2022.2.14	Next review	2023.2.14

1. Purpose

The purpose of this policy is to ensure that:

- a. all governors, staff members, students and parents of Crimson Global Academy, hereafter CGA or the "School", should have a full understanding of what bullying is and how it manifests itself in a school;
- b. all governors, staff members, students and parents should know what Crimson Global Academy’s policy is on bullying and what the should do if bullying occurs;
- c. all students and parents should be confident that there will be prompt action when bullying occurs and that there will be support for both the bully and the bullied; and
- d. the School's policy deals with all forms of bullying: verbal, emotional, cultural, religious, psychological and cyberbullying.

This policy should be read in conjunction with:

- a. CS02 – Child Safety Policy
- b. CS04 – Safe Employer Policy
- c. CS06 – Student Wellbeing Policy and Procedure
- d. CS07 – Online Safety Policy
- e. DS01 – Disciplinary Policy and Procedure

2. What is Bullying?

CGA defines bullying as ‘behaviour by an individual or group, repeated over time, that intentionally emotionally hurts another individual or group.

Bullying can take many forms (for instance, cyberbullying via text messages or the internet), and is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender or sexual orientation.

CGA recognises that emotional bullying can be more damaging than physical; teachers and schools have to make their own judgements about each specific case. Bullying may occur via social networking sites such as but not restricted to Facebook, Twitter, Instagram and Snapchat, or via email and mobile devices used for SMS messages or as cameras. Bullying may also involve sending electronic messages, pictures or videos (sometimes of a sexually suggestive or explicit nature i.e. "sexting"), or posting them on websites or social media, intended to hurt or humiliate someone.

The School has the power to discipline students for what it deems to be bullying, in any form, outside of the school day of those students involved "to such an extent as is reasonable".

Where bullying outside the school day is reported to CGA staff, it will be investigated and acted on.

The School will always consider whether it is appropriate to notify the police or specific agencies in the countries of the students involved. This is especially true if the bullying is of a sexual nature or invades privacy.

CGA is aware that bullying can involve using a third party to torment someone, and can involve complicity which falls short of direct participation.

CGA also recognises that bullying is not confined solely to 2 relationships between young people, but may also occur between staff members of CGA and students. At the School, bullying in any form will not be tolerated between students, or between staff members and students.

The School is committed to the emotional wellbeing of its students, takes all allegations of bullying seriously, will investigate each one thoroughly and will take firm action against any behaviour intended to hurt or humiliate others.

Although the School will usually try to reconcile bully and victim, and help them both to move forward, it will also deal with the bully by making use of the full range of sanctions detailed in the Discipline Policy, up to and including permanent exclusion/expulsion.

The School openly acknowledges the seriousness of bullying, and its potential to cause significant psychological damage. Victims of bullying are likely to lose self-confidence and self-esteem, and even blame themselves for "inviting" the bullying behaviour. This unhappiness is likely to affect their concentration and impair their ability to achieve their academic potential.

Some victims may experience stress-related symptoms such as headaches, nightmares or anxiety attacks. Some may avoid being bullied by not attending lessons. In extreme cases, bullying can lead to suicide.

CGA acknowledges bullying involves an imbalance of power between the perpetrator and the victim. This could involve perpetrators of bullying having control over the relationship, which makes it difficult for those they bully to defend themselves. The imbalance of power can manifest itself in several ways; it may be psychological (knowing what upsets someone), derive from an intellectual imbalance, or by having access to the support of a group, or the capacity to socially isolate.

3. Procedure

3.1 Reporting

1. Students and/or parents are encouraged to bring any instances of bullying to the attention of a staff member that they are comfortable talking to at CGA, which could include but is not limited to; a Dean, a teacher, a co-curricular leader.
2. Although the School recognises that there are some complexities in having a simple drop-in chat with the Dean, students and parents should feel that they are able to contact the relevant staff member via email at any time. If the staff member feels that it is appropriate the Dean or DSL will discuss with the student/parent via a Zoom call.
3. All staff members must be responsive to allegations of bullying, and although they can investigate/act themselves, they must also inform the relevant Dean or DSL as soon as they are aware of an allegation.
4. It is essential that students have the confidence that all allegations are taken seriously and acted upon.
5. The incident must always be recorded and investigated.

3.2 Investigation

1. After initial investigations by the staff member to whom the situation is first reported, control of the investigation will be handled by the Dean, if the incident appears to be a serious one. The DSL/Principal will be kept informed.
2. If the incident is felt to be serious, the DSL/Principal will assume responsibility for the investigation in conjunction with the Dean.

3.3 Response

1. In the case of serious incidents, the parents of the bully and the victim will be informed, and the parents of the bully will be required to join a

Zoom meeting with the Principal and Dean to discuss.

2. In some cases, assistance will be sought from the School Counsellors, Ms. Lizzie Banks (Greenwich) or Jan Blair (Aoraki) whoever is more appropriate to help both the victims and bullies.
3. In extreme cases, where the bullying is of a sexual nature or has breached the privacy policy, the police or relevant agency in the country will be informed.
4. Victims of bullying will receive support from either the Dean or School Counsellor and help to develop strategies for dealing with bullying. It should be recognised that the self-esteem of victims of bullying may need rebuilding.
5. The Principal will also assess the reasons behind the bully's behaviour and how they can be helped to avoid the repetition of such behaviour in future.
6. Disciplinary action will be taken against the bully.

3.4 Recording of the incidents

1. Details of the incidents of bullying must be recorded by all staff involved and passed to the Dean for confidential filing.
2. A record will be placed on the confidential files of all of the students involved.
3. After an incident, there must be a "follow-up" with the appropriate Dean or Principal, to ensure that the problem does not re-occur.

Experience suggests that bullying will not take place again if the perpetrator knows that there will be follow-up.

4. Raising awareness of bullying

All members of the school community have a responsibility to prevent such occurrences of bullying. It is important that everyone at the School knows that bullying will not be tolerated and this message must be reinforced frequently. The message will be delivered through:

1. the Wellbeing programme that is covered in during Form Time;
2. training for staff, teaching and non-teaching both within School as part of continued professional development.

All staff members at the School are required to read and familiarise themselves with the School's Anti-Bullying Policy, which will be available on the School's internal drive and the School website.

It is important that students are encouraged to speak to a staff member if they experience or know of incidents of bullying taking place. Research suggests that bullying rarely ceases without intervention from teachers, and although victims often worry that telling a teacher will make matters worse, it is clear that the unchallenged bully may consider their behaviour acceptable or lack the emotional intelligence to appreciate the impact that they have on the victim.

The school aims to reinforce the anti-bullying message via School correspondence and the School's website, via School TV.

The School aims to consult students, through occasional surveys, in order to ascertain the incidence of bullying within the School and enable any patterns to be identified.

The School will involve parents to ensure that they are aware of the procedures to follow if they believe that their child is being bullied – see 3.1 reporting

The School will take any complaint about bullying seriously and resolve the issue in a way that protects the child, working with all parties to ensure this.

The School will regularly evaluate and update its approach to take account of developments in technology, for instance updating the CS07 E-Safety Policy.

The School will provide effective staff member training to ensure that all School staff members understand the principles and purpose of the School's policy, its legal responsibilities regarding bullying, how to resolve problems, and where to seek support.

The School will make it easy for students to report bullying so that they are assured that they will be listened to and incidents acted on. Students should feel that they can report bullying which may have occurred outside the school day, including cyberbullying.

The School aims to create a safe environment where students can openly discuss the cause of their bullying, without fear of further bullying or discrimination.

5. Sanctions

Due to the nature of the school setup if the bully and victim are in the same class they could be separated and not have to meet again.

Although the School will usually try to reconcile bully and victim, and help them both to move forward, it will also deal firmly with the bully by making use of the full range of sanctions available, including:

By the implementation of these sanctions the School aims:

1. to make the bully recognise the seriousness of their behaviour, its impact on others and deter them from repeating it;
2. to highlight to the entire school community that bullying is not acceptable; and
3. to help the victim of bullying feel safe again and be assured that the bullying will stop.

6. Bullying and the law

The School adheres to the National Administration Guideline 5 (NAG 5)

Under National Administration Guideline 5 (NAG 5), Boards of Trustees are required to:

1. provide and safe physical and emotional environment for students; and
2. comply in full with any legislation currently in force, or that may be developed, to ensure the safety of students and employees.

7. Cyberbullying – adapted from the bully free NZ website

Cyberbullying is bullying (social and verbal bullying and physical threats) that uses digital technology in some way.

As technology becomes more central to young people's lives, cyberbullying is on the rise. Access to technology means that cyberbullying can happen at any time — a student's own home may not even be a safe place from bullying.

Students increasingly communicate with each other in ways that are unknown to adults and free from supervision. The nature of technology means that digital content can be shared and seen by a very wide audience almost instantly and is difficult to delete permanently.

Is cyberbullying different from other bullying?

Although cyberbullying shares some of the same elements as 'traditional' bullying, bullying using technology can be more complex and harder to deal with.

For example, an unflattering picture or rude message can be quickly spread across the internet. The element of repetition which is seen in offline bullying is compounded by the material reaching a much wider audience and having a more lasting effect than the original poster may have intended.

Being able to attack someone online and still remain anonymous creates an imbalance of power regardless of age, physical strength or social status. So does better access to (or ability to use) technology.

Cyberbullying can involve people who have never met in real life and who have no social connections.

Cyberbullying also has fewer boundaries than physical bullying.

This is because digital information can be:

- a. quickly shared, spread and viewed
- b. stored in multiple locations
- c. created and shared automatically
- d. stored in a way that only certain groups can see
- e. shared and posted at any time of the day or night
- f. left as a permanent record (eg, photos posted on the internet).

Cyber bullying at CGA

CGA realises that imposing barriers to technology generally doesn't prevent cyberbullying. All full time students will work through the E-Safety curriculum during form period at the start of each year.

The school has NETSAFE ambassadors, these NETSAFE ambassadors attend courses run by NETSAFE and feedback to their peers.

What does the law say?

Under the Harmful Digital Communications Act 2015 :

It's an offence to send messages and post material online that deliberately cause serious emotional distress. If found guilty, you can be imprisoned for up to two years and fined up to \$50,000 for individuals, or up to \$200,000 for companies.

The District Court can issue take-down notices and impose penalties on people who don't comply with court orders (punishable by up to six months in prison or a \$5,000 fine for individuals, and fines of up to \$20,000 for companies)

It's an offence to incite someone to commit suicide, even if the person does not attempt to take their own life.

Parents - keeping children safe from cyberbullying

It is important that you work with your child to agree on a plan of action that supports them but doesn't harm their social life further or reduce their contact with friends.

Save offending text messages and take screenshots of any abuse online.

Report internet cyberbullying to the website where the bullying took place. Usually there is a 'report abuse' button or 'safety' link, as well as a 'block sender / user' link.

You can also report an incident to NetSafe using their online form.

Many social networking sites such as Facebook have a 'block' or 'report' function where a student can enter the user names of people bothering them or people they want to avoid.

If bullying occurs through text messages, contact your child's mobile phone company and ask them to take action. Phone companies have an agreement to liaise with each other and take action where appropriate. They can block numbers or disable an account (that the texts or calls are originating from).

If the bullying involves another student at your child's school or it's affecting your child at school, talk to the school. Parents and whānau should regularly remind children not to post or share images they don't want spread further, including email, pxt and txt.

Significant resources and support are available from NETSAFE.ORG.NZ and through our partnership with School TV.