



## **Policy on Bullying**

Updated: June, 2013

## **Policy on Bullying**

The college has a zero tolerance to bullying and is committed to make an all out effort to ensure that this message is sent to all the students and incidences of bullying are effectively handled. Bullying encompasses Bad behaviour, issues of protecting students and ensuring their welfare and issues of racial equality.

### **Bullying is defined as:**

Deliberately hurting physically or mentally, repeatedly over a period of time to the victims, who cannot defend themselves.

### **Bullying takes many forms including:**

Physical- violence like hitting, kicking and taking belongs

Verbal- like name calling, insulting and offensive remarks

Indirect-spreading nasty stories, exclusion from social groups, malicious rumour mongering or sending malicious mails or text messages.

### **AIMS OF THE POLICY**

1. Raising awareness amongst students and parents
2. Identifying various forms of bullying, and implementing procedures against bullying on a consistent basis.
3. Continuously monitoring and maintaining records
4. Evaluating results and initiating new measures to proactively control it

The college recognises that bullying ruins the learning process and the teaching effectiveness and has serious implications on the physical and mental health of the victim leading to depression, anxiety, loneliness and even attempted suicide in the extreme. The attitude of students who bully is aggressive, vindictive racial and not conducive to their learning process or their becoming good human beings.

**Designated Teachers:** The Principal shall be the designated teachers.

## **The different forms of bullying and strategies to counter bullying:**

### **Bullying by Race**

This can occur in following forms:

- verbal abuse by name calling , racist jokes and offensive mimicry
- physical threats or attacks
- wearing of provocative badges
- bringing racist comics , magazines
- inciting others to behave in a racist way
- refusing to cooperate in work or play
- racist graffiti

Apart from focussing on principles of Equality, Justice and Human Dignity in all its curriculum, and raising awareness about bullying amongst the parents and the students, the college will:

- Effectively record the incidents, and conduct enquiry into them
- Take punitive action against erring students, depending on the nature of bullying
- Impress on the other students the effects of bullying and giving them incentives for not joining the bullies
- Listen carefully to pupils and providing them opportunity to express their views
- Involve parents if necessary.
- Enforcing class cohesion through rewards and punishments

### **Bullying related to sex or sexual orientation**

This bullying can happen to both the genders and can take forms like:

- Abusive name calling
- Coming on looks , emerging puberty
- Inappropriate and uninviting touching
- Sexual innuendoes and proposition
- Pornographic material
- Sexual assault or rape

Apart from focussing on principles of Equality, Justice and Human Dignity in all its curriculum, and raising awareness about bullying amongst the parents and the students, the college will:

- Effectively record the incidents, and conduct enquiry into them
- Take punitive action against erring students, depending on the nature of bullying
- Impress on the other student the effects of bullying and giving them incentives for not joining the bullies
- Listen carefully to pupils and providing them opportunity to express their views
- Involve parents if necessary.
- Enforcing class cohesion through rewards and punishments
- Explore sexism and sexual bullying through the curriculum
- Use single sex groupings to explore sensitive issues

Students with special educational Needs or disabilities are at a greater risk and the college will use the following strategies to prevent them from being bullied Apart from focussing on principles of Equality, Justice and Human Dignity in all its curriculum, and raising awareness about bullying amongst the parents and the students,

- Making the class aware of the special needs of these students
- Teaching assertiveness and social skills to these students
- Teaching victims to say NO, or get help

### **Bullying by text messages or on mobile telephones**

In this case there is a proof and the sanctions and punishments levied will be dependent on how often the incidences recur and what the nature of bullying is.

The college strictly prohibits the use of the cell phone in the premises of the college.

### **PROCEDURES**

1. These policies and procedures on bullying have been discussed and finalized after consultation with all the teachers. The college shall exhibit in all the prominent places that the college strictly follows the anti bullying policy, and the same is available for inspection at all times from the designated teachers.

2. The designated teachers shall hold an annual training course for all the teachers, staff on anti bullying policies and implementation. Attendance for this training is mandatory for all the staff. All staff whether permanent or temporary will be given a written statement on college's policy on bullying with the names and contact details of the committee and the designated teachers.
  
3. The CEO/Principal shall form a committee who will be wholly responsible for implementing this policy. The designated Teachers shall report to the committee any serious complaints or matters which have been brought to their notice within 24 hours. These include:
  - Rape or sexual assault
  - Threat to life
  
4. In all other cases the designated teachers along with the other teaching staff shall implement the policies and procedures. The designated teachers, along with the reporting teachers will submit their initial suspicions, findings, the full details of student's interview and record it in the Registers specially maintained for this purpose.
  
5. Vigilance: All the teaching staff is encouraged to exercise an ongoing dialogue and win the trust and confidence of the student . The teachers must listen carefully to the student and demonstrate to the student that they provide a safe environment where it is okay to talk and full confidentiality will be guaranteed. Displays of information on College's commitment for student protection and welfare will be made at the College premise. . All members of staff or volunteers, who are approached by student, should listen carefully to them, reassure them and record the discussion without jumping to conclusion or putting words in student's mouth. A distinction should be made between fact, observation, allegation and opinion and the note should be signed and dated. A copy of the same should be kept by the staff member or volunteer and original handed over to the designated teacher.
  
6. The designated teachers, along with the other teachers shall implement the strategies for stopping bullying, and punish the erring students on a need basis. However any permanent expulsion will need prior approval of the committee.

## **Bullying outside the College**

The college is not directly responsible for bullying that takes place off their premises. However it is accepted that a lot of bullying occurs outside the college gates and the college encourages the student NOT TO SUFFER IN SILENCE and will assist the students by:

- Talking to local police about problems on the street
- Talking to another head of the college whose students are involved in bullying
  
- Advising students about safer routes to the college
- Advising students how to cope up with specific situations