



SAFEGUARDING, CHILD PROTECTION, ANTI-BULLYING, BEHAVIOUR AND CONDUCT POLICY

Aim

The school aims to identify and protect the child by early intervention and reporting to the appropriate authority. The school ensures that it has good working relationships with all necessary outside agencies.

Identification And Reporting

All members of staff will have training to help them identify and be aware of the different forms of abuse. These forms are neglect, physical abuse, sexual abuse, and emotional abuse. All members of staff are encouraged to report anything that is giving them a feeling of concern to the school administrator, Headteacher, or Special Needs Coordinator. Staff are also trained to listen, reassure, report, and help record significant information to the named staff or the Headteacher.

Parental Involvement

We aim to include parents at the earliest opportunity. All involvement with parents is carried out per the official procedure decided on by senior management and the governing board. In all meetings with parents, the Headteacher will be accompanied by the designated Child Protection Governor.

Training

The school's designated persons will attend regular training and update sessions. Online ED CARE training is available to ALL Oakland staff.

What Is Bullying?

The children and staff at Oakland International British School (OIBS) have defined bullying as "being made unhappy by the deliberate and continued actions and or words of others". Bullying is Repeated, Intentional, and has a Power Imbalance (R.I.P. definition). Bullying might include any of the following:

- Name-calling
- Threats: verbal or non-verbal
- Violence
- Ignoring
- Invading privacy or personal space
- Interfering with property
- Ridiculing
- Demanding money
- Deliberately failing to recognise someone's efforts or worth
- Inciting others to act in any of the above ways



Bullying is placed at the very top of the Behaviour Ladder as one of the most serious offenses a child can commit at OIBS. Pupils can expect to receive a fixed-term or permanent exclusion if they bully other children.

The different kinds of bullying identified in OIBS are defined as follows:

Physical bullying – CATEGORY A

Physical bullying includes hitting, kicking, tripping, pinching, and pushing or damaging property. Physical bullying causes both short-term and long-term damage.

Disciplinary measures

The following shall be deemed as disciplinary measures for bullying under Category A:

1. Time Out
2. No Break time
3. Community Service for a day
4. A day with the Head of the Department

Verbal bullying – CATEGORY B

Verbal bullying includes name-calling, insults, teasing, intimidation, homophobic or racist remarks, or verbal abuse. While verbal bullying can start harmless, it can escalate to levels that start affecting the individual target.

Disciplinary measures

The following shall be deemed as disciplinary measures for bullying under Category A:

1. Community Service for one Week
2. Writing Lines
3. A day with the Headteacher

Social bullying – CATEGORY C

Social bullying, sometimes referred to as covert bullying, is often harder to recognise and can be carried out behind the bullied person's back. It is designed to harm someone's social reputation and/or cause humiliation.

Social bullying can include:

- Lying and spreading rumours
- Negative facial or physical gestures, menacing or contemptuous looks
- Playing nasty jokes to embarrass and humiliate
- Mimicking unkindly
- Encouraging others to socially exclude someone
- Damaging someone's social reputation or social acceptance.

Disciplinary measures

The following shall be deemed as disciplinary measures for bullying under Category A:

1. Community Service for a Month
2. Suspension
3. Expulsion



Cyberbullying – CATEGORY D

The Cyber Bullying Research Centre defines cyberbullying as intentional and repeated harm inflicted through the use of computers, phones, and other electronic devices.

Cyberbullying can be overt or covert bullying behaviours using digital technologies including hardware such as computers and smartphones, and software such as social media, instant messaging, texts, websites, and other online platforms.

Cyberbullying can happen at any time. It can be in public or in private and sometimes only known to the target and the person bullying.

Cyberbullying can include:

- Abusive Or Hurtful Texts, Emails or Posts, Images or Videos
- Deliberately Excluding Others Online
- Nasty Gossip Or Rumours
- Imitating Others Online or Using Their Log-In.

Disciplinary measures

The following shall be deemed as disciplinary measures for bullying under Category D:

1. Loss of privileges
2. Parental involvement
3. Probation
4. Temporary suspension

EVERY CHILD MATTERS

At OIBS, we are committed to embedding an ethos that embraces EVERY CHILD MATTERS (ECM) Agenda. This anti-bullying policy and its implementation pays particular attention to the following ECM Standards:

Ethos

- An ethos of trust ensures children are free from bullying and discrimination;
- Children and adults ensure that the safety of others and themselves is always a priority;
- Children feel safe and secure in reporting bullying, discrimination, and any incidents of dangerous behaviour;
- An open ethos enables the views of children, parents/carers, staff, and other partner/service providers to be valued, respected and acted upon;
- An inclusive ethos fosters individual and collective responsibility in helping others;
- A culture of community care, involvement, and respect for the environment is promoted;
- A welcoming ethos ensures that children and their parents/carers can approach staff for advice and guidance to support their decision-making about future opportunities and life chances.

The Environment

Staff are on duty during after-school care, pick up and drop off, playtime, extracurricular activities, breaks, and lunchtime to supervise the safety of children.



Personalised Learning

- An effective system of pastoral care exists to support the well-being and learning of children and young people;
- Children and young people feel safe and secure to flourish as individuals within the educational setting;
- Children and young people know who to go to and where to seek further help from when faced with potential danger, conflict, or problems that create barriers to learning;
- Children and young people follow safety rules and procedures and behaviour codes of conduct during learning, recreational and social activities;
- Children and young people demonstrate tolerance, respect, and empathy, and value difference and diversity.

What Makes People Bully?

There are many varied reasons why people become bullies, but a common theme is their need to be in control of someone or of a situation, giving them a feeling of power. This is often the result of having no power over some other aspect(s) of their lives – perhaps they are being bullied themselves.

What Is the Effect Of Bullying?

- Bullying undermines a person's self-esteem.
- They can feel worthless, and somehow to blame for what is happening to them.
- They will feel unwilling to participate in group events or even to come to school each day.
- They feel helpless, unhappy and demoralised.
- They feel that they have lost the right to be themselves and are unable to report the situation in case it makes it worse.

How Do We Stop Bullying?

The school employs a variety of methods for preventing and tackling bullying. These include policy implementation, training for staff, curriculum development and delivery, pupil buddy systems, and the employment of Heads of Pastoral Care, a Head of Mental Health and well-being, and a counselling team.

Through these methods:

- We will use learning methods and opportunities at OIBS to discuss and act on such situations. This can be done in class time, circle time, or through role play (drama);
- We will encourage children to see that others have the same rights as themselves – the right to be an individual;
- We will make it clear that it is all right to admit to being bullied;
- We will use the support of other children to challenge/prevent bullying behaviour. This can include the 'no blame' approach in which the bully is encouraged to see and help heal the harm done by his/her actions;



- We will encourage the children to adopt a 'do as you would like to be done by' approach to their treatment of others;
- We will encourage all personnel to see the differences between us as strengths;
- We will ensure that the children realise that they are involved in bullying if they see it happening, yet do nothing. There is no such thing as a bystander or observer;
- We will work with parents of children who persist in bullying, and those whom we know/suspect might be being bullied so that we can work together to help the children overcome their feelings;
- We will encourage the children to make posters for their areas to advertise our anti-bullying approach.;
- We will listen attentively to any child who comes to us with tales of bullying incidents;
- We will enable pupils to report their concerns anonymously through the Whisper Platform.

Disciplinary Measures

Discipline is an essential component of the educational system. Teachers build positive relationships with their pupils by using various approaches and techniques to support the “Assertive Discipline” guidelines adopted by the school. The goal is to create and maintain an effective and efficient learning environment by teaching the Pupils positive behavior patterns.

Teachers implement the following steps to encourage positive behavior:

- House Points
- Privileges
- Tangible rewards
- A good grade in cooperation

On the other hand, teachers will respond to the pupils’ misconduct as follows:

- Corrective warning
- Conference with pupil
- A written note in the assignment book or an e-mail message to the parents

Behavioral notice sent to parents, in writing, requesting parent-teacher conferences. If after the parent-teacher conference, the pupil continues to misbehave, the administrator in charge, in consultation with the teacher, will take disciplinary measures as follows:

Probation

Pupils are placed on behavioral probation for a designated period determined by the Management. The management resorts to behavioral probation when a pupil has violated the school rules. Based on the terms of the probation, the pupil could be barred from attending school activities and functions as follows:

- No physical games/activities allowed during recess and lunch breaks.
- No participation in extracurricular activities: field trips, sports practices and games, etc.
- In-school suspension



Any violation of the probation will be the cause for additional disciplinary measures.

Suspension

Pupils will be suspended from school when it has been determined that their presence at school disrupts the learning process, is detrimental to the safety of pupils, or undermines the operation of the school.

- A pupil suspended from school is not allowed to attend any school activities during the duration of the suspension.
- A pupil is suspended for no more than five (5) school days at any one time except during an expulsion process and for no more than ten (10) days in a school year. A pupil on suspension for more than ten (10) days may be expelled from school because of insufficient academic program requirements.

The procedure for suspending a pupil from school follows the steps listed below:

- The Head of School will inform the parent/guardian about the facts leading to the decision to suspend the pupil.
- Either the school management or the parent/guardian may request a conference before the pupil's return to school to further discuss the pupil's behavioral issues.

Expulsion

Depending upon a pupil's behavior and conduct, the school management may decide to deny a pupil the privilege to enroll for the next academic year. An expulsion is the permanent removal of a pupil from the school.

Respecting Authority

1. Intentionally defying school rules and regulations:
 - 1st Violation: Warning
 - 2nd Violation: Probation
2. Intentionally defying the authority of supervisors, teachers, management, or other personnel:
 - 1st Violation: Warning
 - 2nd Violation: Probation
3. Meddle with teacher's desk, bookshelf, and file cabinets that are regarded as personal property:
 - 1st Violation: Warning
 - 2nd Violation: Probation
4. Swearing, insulting, and using profanities toward teachers and other school officials:
 - 1st Violation: Warning
 - 2nd Violation: Probation
5. Intentionally throwing objects at faculty/staff members:
 - 1st Violation: Warning
 - 2nd Violation: Probation

Behaviour

1. Chewing gum, littering:
 - 1st Violation: Warning
 - 2nd Violation: Probation



2. Habitual profanity and vulgarity:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension

Bullying - Harassment

1. Insults and swearing
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension
2. Abusive language, name-calling:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension
3. Gossiping and spreading rumors:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension
4. Threatening gestures and teasing:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension
5. Defaming of other pupils:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension
6. Harassment of others, because of color, religion, ancestry, national origin, and/or disability:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension

Disruption Of Class/School

1. Disruption of class/school activities:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension
2. Throwing objects in classrooms or out of the windows:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension

Dishonest Acts

1. Plagiarism or cheating:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension
2. Stealing from fellow pupils:
 - 1st Violation: Probation
 - 2nd Violation: Suspension
3. Damaging or stealing teacher's possessions:
 - 1st Violation: Probation
 - 2nd Violation: Suspension

Pranks And Property Damage

1. Cause or attempt to cause damage to school property:



- 1st Violation: Warning/Probation
 - 2nd Violation: Suspension
2. Throwing objects over the fences:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension
3. Tagging school property; marking or writing on walls, desks, tables, chairs, or any other furniture:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension
4. Spray-painting of walls trash bins and other school property:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension
5. Vandalism:
 - 1st Violation: Warning/Probation
 - 2nd Violation: Suspension

Electronic Equipment And Literature

1. Pupils are not allowed to bring cell phones, radios, CDs, earphones, audio/video equipment, cameras, etc. to school.
 - 1st Violation: Overnight confiscation
 - 2nd Violation: One-week confiscation

Extreme Offenses

1. Fighting and other aggressive behavior:
 - 1st Violation: Suspension
 - 2nd Violation: Expulsion
2. Possession of imitation firearms and any type of air gun:
 - 1st Violation: Suspension
 - 2nd Violation: Expulsion
3. Any comment/reference to self-inflicted injury:
 - 1st Violation: Suspension
 - 2nd Violation: Expulsion
4. Setting a fire:
 - 1st Violation: Expulsion
5. Any comment or reference to killing or using firearms:
 - 1st Violation: Expulsion
6. Any comment or reference to suicide:
 - 1st Violation: Expulsion

Barakah Saleh Mutallab

BARAKAH SALEH MUTALLAB

School Director