ANTI-BULLING POLICY
(2024 – 2025)

POLICY INFORMATION	
Policy Name:	Anti-Bullying Policy
Policy Code:	IN-03-V1-2025
Department:	Inclusion and Safeguarding
Approved By:	School Principal
Issued for:	School Community
Publishing Date:	March 2025
Next Review Date:	September 2025
Related Policies:	Inclusion Policy - Wellbeing Policy- School Cultural consideration policy-Child Protection Policy - Counselling-Attendance- Health and Safety Policy - Student Behavior Policy

Approved by:

Ahmad Yahya
Principal

Table of Contents

Introduction 3

Definition of Bullying 3

Purpose of the policy 3

Our Commitment 4

Our Strategy 4

Ant-Bullyin Provision at YPS: 5

Our Child Protection Team: 6

Keeping Records: 7

Roles and Responsibilities: 7

Procedures Of Reporting Bullying Incedents at YPS: 8

Reporting out of School Hours : 9

References: 10

Introduction

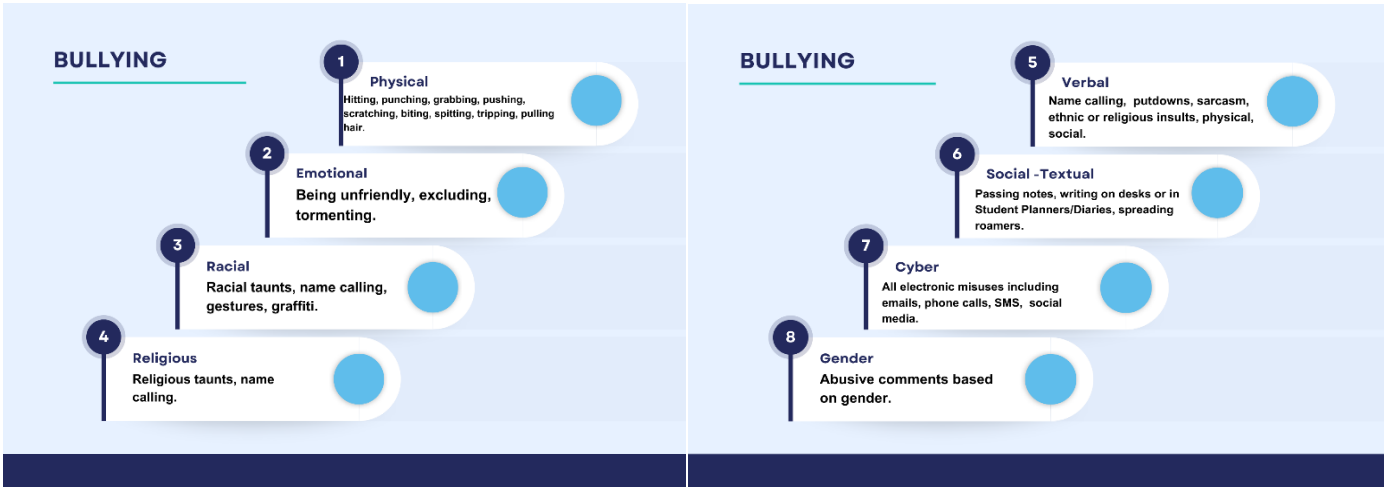
At Al Yahar Private School, we aim to create a caring, safe and nurturing environment that promotes mutual respect and trust. We recognize that all forms of bullying, especially if left unaddressed, can have a devastating effect on individuals, can create barriers to learning, and have serious consequences on mental wellbeing. By preventing and tackling bullying effectively, we help create a safe and disciplined environment where students are able to learn and fulfil their potential.

If bullying occurs, our children feel confident in reporting it and trust that the situation will be addressed swiftly and appropriately.

Our school vision, mission and core values all promote inclusive environment where every child is valued.

Definition of Bullying

Bullying involves repeated aggressive behavior aimed at causing harm to another individual. It may take various forms. Acts of bullying can happen anywhere. It can be in the classroom, in the playground, on the sports halls, on school transportation and through the use of technology. Bullying involves a person being hurt, distressed, pressured or victimized by repeated intentional attacks by another individual or group. Bullying may involve physical, verbal, textual, psychological or social abuse as shown below



Purpose of the policy

Protecting and enhancing children's welfare is the collective responsibility of everyone; every person who deals with children and their family has a role to play. To effectively honor this responsibility, every person dealing with a child must ensure that the welfare, wellbeing and best interests of the child operate as the primary and guiding focus of all dealings with the child. This policy has been designed to create a consistent school response to any bullying incidents that may occur, which all school members are fully aware of it. At Al Yahar Private School we strongly believe that bullying hurts. No one deserves to be a victim of bullying. Everyone has the right to be treated with respect. This policy applies to all our school community members, including students, teaching and non-teaching staff, parents/caregivers and visitors to the school. This Policy seeks to achieve the following objectives:

Ensure that all students, parents and staff are aware of the definition and types of bullying and the distressing effect it has on its victims.

- Ensure that all students, parents and staff are fully aware of the referral procedures for reporting bullying incidents and the strategies adopted for supporting those involved in these incidents.
- Establish a climate in which students who are bullied, or think another student is being bullied, can speak freely to an appropriate staff member with the full knowledge that they will be listened to and receive a prompt, appropriate and sensitive response.

- Create a school community where bullying is recognized as unacceptable and where all students feel valued, secure and happy.

This policy applies to all forms of bullying and outlines the ways we aim to keep the students at YPS safe, secure and successful.

Our Commitment

We are committed to providing an environment where all students feel safe and protected from harm as per Federal Law No. (3) of 2016 regarding the Child Rights Law (Wadeema) and Cabinet Resolution No. (52) of 2018 regarding implementing regulation of Federal Law No. (3) of 2016 regarding the child rights. YPS Ant-Bullying policy endeavors to provide a set of guiding principles to promote a safe, caring and happy learning environment for all members of our school community; to ensure that all students become confident, self-motivated and independent lifelong learners.

Therefore, our anti-bullying policy will aim for promoting an inclusive and bulling-free environment through:

- Establishing and maintaining an environment where students feel safe and secure, where they are encouraged to talk and are listened to.
- Ensuring that students know that there are adults within the school who they can approach if they are worried or are in difficulty.
- Identifying all signs of bullying and taking pre-emptive, prompt and appropriate action to stop it.
- Implementing clear and robust systems for responding to any incidents of bullying.
- Developing confidence in students to stand up against bullying and to report any incidents
- Monitoring and reviewing our anti-bullying policy and practice on a regular basis.
- Supporting our staff to promote positive relationships to help prevent bullying.
- Identifying and tackling bullying behavior appropriately and promptly.
- Ensuring that our students are aware that bullying concerns is dealt with sensitively and effectively – that everyone should feel safe to learn and abide by the anti-bullying policy.
- Encouraging all members of the community to work with the school to uphold the anti-bullying policy.
- Reporting back to parents/caregivers regarding concerns of bullying and dealing promptly with
- Complaints.

Our Strategy

At Al Yahar Private School, we have zero tolerance of all forms of maltreatment shall be implemented and upheld in all actions and environments pertaining to students. If bullying does occur, all students should be confident enough to tell and trust that incidents will be dealt with promptly and effectively. This means that anyone who knows that bullying is happening is expected to follow school reporting procedures and be protected.

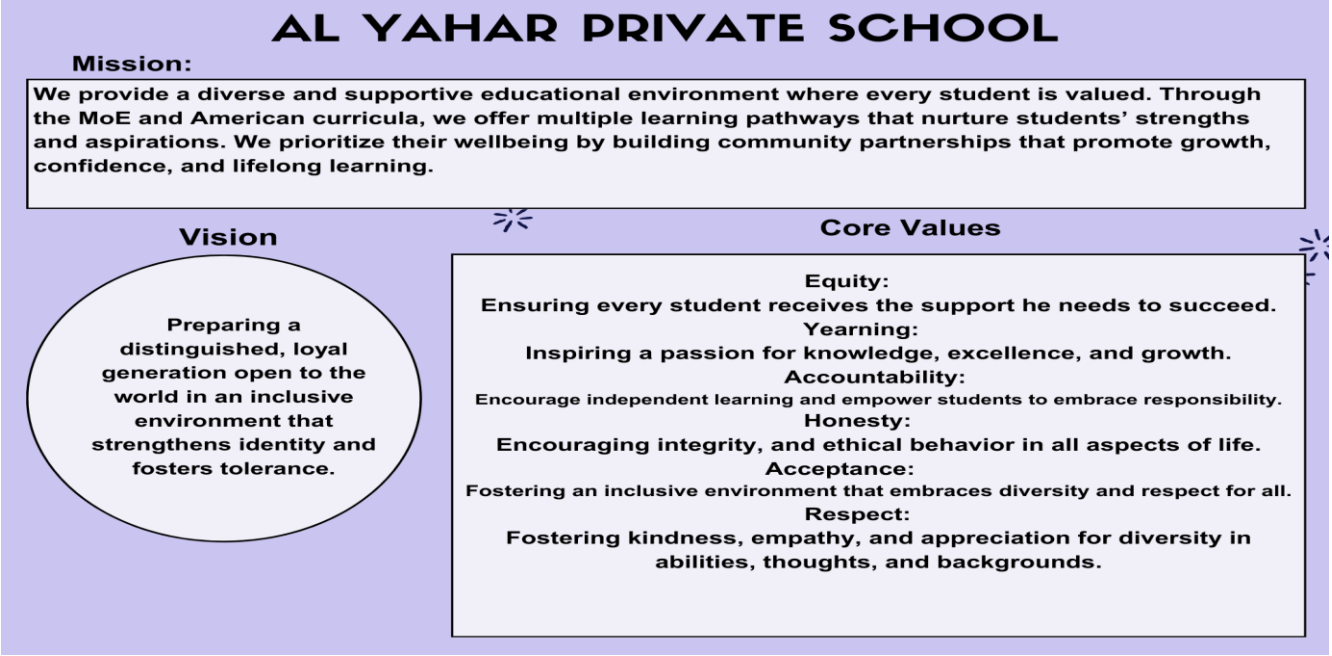
YPS anti-bullying strategy focuses on fostering a safe and inclusive environment. It includes raising awareness among students, parents, and staff, implementing clear procedures for reporting and addressing bullying.

Our school social workers conduct awareness sessions to guide and support our students properly.

https://drive.google.com/drive/folders/1YJoKN0LLDxnA63xMjLFLm3SRhTvnVbvY?usp=drive_link

YPS' vision, mission and core values promote equity, acceptance, respect and tolerance and indicates that we are responsible for providing supportive educational environment where every student is valued. This school will endeavor to support students through:

- Encouraging self-esteem and self-motivation.
- The school ethos which promotes a positive, supportive, and secure environment and which gives all students and adults a sense of being respected and valued.
- The implementation of the school's behavior management policies.
- A consistent approach agreed by all staff which will endeavor to ensure the student knows that some behavior is unacceptable, but s/he is valued.
- Regular liaison with other professionals and agencies who support the students and their families, including access to the school's counsellors.
- A commitment to develop productive, supportive relationships with parents, whenever it is in the child's best interest to do so.
- The development and support of a responsive and knowledgeable staff group, trained to respond appropriately in child protection situations.
- Recognition that statistically children with behavioral difficulties and disabilities are most vulnerable to abuse so staff who work in any capacity with children with profound and multiple disabilities, sensory impairment and / or emotional and behavioral problems will need to be particularly sensitive to signs of abuse.
- Recognition that in a home environment where there is domestic violence, drug, or alcohol abuse children may also be vulnerable and in need of support or protection.



We strongly believe that our students have the right to:

- Be heard and express their voice/opinion and participate in select decision-making processes in the school.
- Be treated with dignity and respect.
- Be treated with fairness and justice.
- Be supported by an advocate and provided with necessary support when required.
- Be safe, protected from harm, and aware of what constitutes risk and harm.

At YPS, we set a good example as adults in and around the school. The way we work with each other and our own productive and supportive relationships provide a model for our students. In the teacher/ child relationship we also set a good example in the way we address children, the language and tone that we use and the response that we expect. Respect around the school for one another and an ethos of care and consideration is part of building a culture which is resistant to bullying and ensures, where it emerges, it is dealt with firmly and fairly.

Our Child Protection Team

US Section

MOE Section KG & Cycle 1

MOE Section Cycles 2&3

Keeping Records:

Well-kept records are essential to good child protection practice. Our school is clear about the need to record any concern held about a child or children within our school, the status of such records and when these records recorded.

Any member of staff receiving a disclosure of abuse or noticing signs or indicators of abuse, must make an accurate record as soon as possible noting what was said or seen, putting the event in context, and giving the date, time, and location including the action taken. These files are kept in a confidential file/on, which is separate from other files, and stored in a secure place by the Designated Safeguarding Lead. If a student transfers from the school, these files will be downloaded and copied for the new establishment and forwarded to the student's new school marked confidential and for the attention of the receiving school's Child Protection Officer – with consent of the student's Parents.

Roles and Responsibilities:

Every adult involved in working with or supporting children holds the responsibility to ensure their safety and protection. Additionally, certain individuals within the school are specifically assigned duties related to safeguarding and child protection protocols.

Designated Safeguarding Lead Responsibilities:

It is the role of the Designated Safeguarding Lead to ensure that all of the child protection procedures are followed within the school, and to make appropriate, timely referrals.

Safeguarding and Child Protection Flow Chart 2023-2024

Child discloses information that raises concern for their wellbeing or that they may be suffering abuse.

Explain to the child that you will have to pass on your concerns to appropriate school leaders who will seek to help.

Never promise to keep a secret.

Listen carefully but ask NO questions at all or keep them to the minimum to ascertain facts only.

Make brief notes about what the child says or as soon after as you can and certainly within 24 hours.

Record what was said on a **Cause for Concern Form** using the specific language used by the child, date, time, names.

HARD COPY - at no stage should this written record take the form of an email or email attachment.

No Photographs should be taken of any injuries.

The Cause for Concern Form should be handed to the DSL.

Do NOT speak to anyone other than the DSL or Principal about this disclosure.

Designated Safeguarding Lead will assess next steps.

DSL will file Cause for Concern Form.

DSL will monitor situation and decide on future action as appropriate.

Child exhibits behaviour or signs that raise concern for their wellbeing or that they may be suffering abuse.

Speak with designated DSL.

Never use email to share these concerns.

Do not speak to anyone other than the DSL about these concerns.

DSL or Principal

Make detailed notes on a **Cause for Concern Form** outlining the concern, what was said using the specific language used by the child, date, time, names.

A Body Map should be completed as appropriate

HARD COPY - at no stage should this written record take the form of an email or email attachment.

No Photographs should be taken of any injuries.

Do NOT speak to anyone other than the DSL Deputy or Principal.

Designated Safeguarding Lead will assess next steps.

DSL will complete a DSL Child Protection Form.

The DSL Child Protection Form will be filed in the secure Child Protection Cabinet in the Principal's office.

The child will be recorded on the Child Protection Register.

School's Responsibilities:

- Communicate the anti-bullying and behavior policy to all members of the school community, via the school website.
- Assign a child protection and safeguarding team who is responsible for all children's rights.
- Involve staff, parents and UAE approved agencies, in supporting the procedures instigated across the school.
- Spread awareness among students about child protection and rights and the need to report any type of abuse or suspected abuse they or other students might be exposed to.
- Ensure the staff work within the guidelines of the Anti- Bullying policy
- Provide support and guidance to targets of bullying.
- Provide intervention with individuals who bully others.
- Make sure staff, parents and students adhere to the code of conduct shared with them by school.
- Provide the adequate training for staff, parents and students to be equipped to deal with all incidents of bullying.
- Staff are kept informed about safeguarding and child protection responsibilities and procedures through induction, briefings, and awareness training.

Teachers' Responsibilities:

- Model anti-bullying attitudes and behaviour.
- Build a positive rapport with all students.
- Use teaching time to raise the students' awareness of bulling through linking the core values to our daily lessons.
- Encourage students to feel fear free to report any kind of abuse that may happen to them or to any of their peers.
- Listen and respond to reports of bullying, provide support and refer as needed.
- Implement the school code of conduct and anti-bullying policy

Parents' Responsibilities:

- Support the values of tolerance and respect among their children and encourage them to apply these values in all contexts.
- Report bullying to school following school reporting procedures and encourage their children to do so.
- Support the school's Anti-Bullying Policy, actively encouraging their child to be a positive member of the school.

Students' Responsibilities

- Show respect to their peers and to all school community members.
- Speak out against bullying and report it when they are being bullied.
- Report any incidents that they witness as bullying, even if they observe as a bystander.
- Support students who are bullied.
- Adhere to school behaviour policy.

Procedures of reporting Bullying Incidents at YPS:

- Students, staff and parents can easily report to the child protection and safeguarding through their favorite channel for reporting; verbally, via email, phone call, SMS,…. School Supervisor and the social workers report the case to the child protection team.

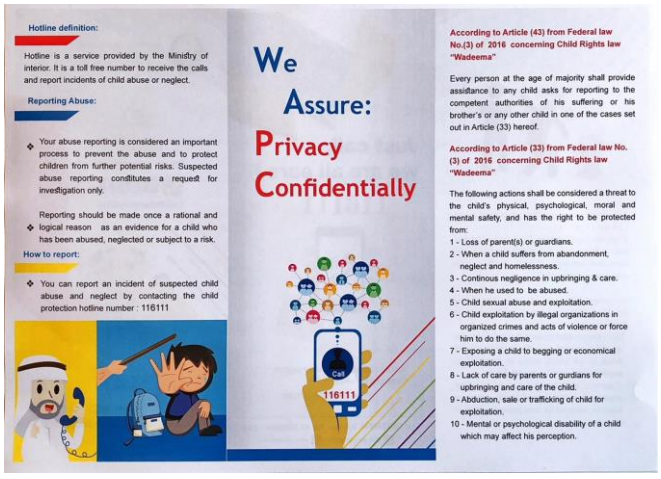
- All school staff members have their referral form for any bullying which is reported to child protection team. https://forms.gle/LNixYihBLwKpf3aWA

- For students' safety, school classes are all provided with QR Codes to help students report any incident.
- Parents can communicate school through childprotection@yps.ae or by calling: 037816788-037814454.
- Child protection team investigate the complaint promptly, gather information by speaking to the victim, the alleged bully, and any witnesses maintaining confidentiality throughout the investigation process.
- Depending on the severity of the incident, children may be referred to the Principal at any point during the process. Both the victim and the bully should be given a chance to share their perspectives, with time dedicated to understanding the underlying causes of the bullying behavior.
- Parents of both the victim and the child exhibiting bullying behavior must be kept informed, with the school clearly explaining the measures taken. It should always be emphasized that bullying is unacceptable and that appropriate action will be taken without exception.

At any stage, should you wish to raise your concern confidentially?		
Al Yahar Private School	Call: 037816788 037814454	Email: childprotection@yps.ae

Procedures Of Reporting Bullying Incidents Out Of School Hours:

Out of School Hours		
UAE Ministry of Interior	Call: 116-111	Email: www.safechild.ae



References:

1. ADEK School Policy on child Protection Against Abuse or Neglect
   https://www.adek.gov.ae/en/Education-System/Private-Schools/Child-Protection

2. Children' Rights

   https://pchr.gov.ae/en/priority-details/children-s-rights

3. National Child Protection Policy in Educational Institutions in United Arab Emirates
   chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.moe.gov.ae/En/Legislation/Documents/National%20Child%20Protection%20Policy-EN.pdf
4. ADEK School Policy on Student Behavior
   chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.adek.gov.ae/-/media/Project/TAMM/ADEK/Policies/School-Policies/Health-safety-and-wellbeing/ADEK_S_Student-Behavior-Policy_EN.pdf

5. ADEK School Policy on Student Protection
   chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.adek.gov.ae/-/media/Project/TAMM/ADEK/Policies/School-Policies/Health-safety-and-wellbeing/ADEK_S_Student-Protection-Policy_EN.pdf

6. Federal Law No. (3) of 2016 on Child Law (Wadeema)
   https://uaelegislation.gov.ae/en/legislations/1176

7. Local Safeguarding Guidelines and Local Child Protection Procedures
   https://u.ae/-/media/Information-and-services/Social-Affairs/En-Federal-law32016childrenrightsEn-Wadeemaslaw.ashx?la=en