



CYBER BULLYING POLICY

Policy Reviewed	Oct 2018
Next Review	Oct 2020

COUNTER CYBER BULLYING POLICY

Jebel Ali School believes that everyone in the school community has the right to learn and to teach in a supportive and caring environment without fear of being bullied. We are committed to helping all members of the school community to benefit from information and communication technology, whilst understanding its risks, and to equip children with the knowledge and skills to be able to use it safely and responsibly.

Aims

This policy aims to ensure that:

1. Students, staff and parents know about cyber bullying and its consequences
2. We have the knowledge, policies and procedures to prevent and, if necessary, to deal with cyber bullying in school or within the school community

What is cyber bullying?

- Cyber bullying includes sending or posting harmful or upsetting text, images or other messages, using the internet, mobile phones or other communication technology. It can take many forms, but can go even further than face to face bullying by invading home and personal space and can target one or more people
- It can take place across age groups and target pupils, staff and others
- It can include threats and intimidation, harassment, defamation, exclusion or peer rejection, impersonation and unauthorised publication of private information or images. It can include messages intended as jokes, but which have a harmful or upsetting effect

Cyber bullying may be carried out in many ways, including:

- Threatening, intimidating or upsetting text messages
- Threatening or embarrassing pictures and video clips via mobile phone cameras
- Silent or abusive phone calls or using the victim's phone to harass others, to make them think the victim is responsible
- Threatening or bullying emails, possibly sent using a pseudonym or someone else's name.
- Menacing or upsetting responses to someone in a chat-room. Unpleasant messages sent during instant messaging
- Unpleasant or defamatory information posted to blogs, personal websites and social networking sites (e.g. Facebook)

Prevention of Cyber-Bullying

- The nominated online safety officer, (Head of Computing), will oversee the practices and procedures outlined in this policy and monitor their effectiveness.
- Staff will be trained to identify signs of cyber-bullying and will be helped to keep informed about the technologies that children commonly use.
- A Code of Advice (see Appendix 1) will be developed, periodically reviewed and communicated to help pupils protect themselves from being caught up in cyber bullying and to advise them on reporting any incidents.
- Students will be informed about cyber bullying through curricular and pastoral activities. Students and staff are expected to use IT resources responsibly and to adhere to all relevant school policies.
- Parents will be provided with information and advice on cyber-bullying.

Practices and Procedures

- The responsibilities of the school and of students as set out in the Anti-Bullying Policy apply also to this policy
- Positive use of technology will be promoted and the related school policies on computer use and bullying will be kept under review as technologies develop
- CPD and INSET may be used to help staff develop their own practices and support pupils in safe and responsible use of technology
- The school will encourage safe use of technology, emphasising for example, the importance of password security and the need to log out of accounts
- The school will promote the message that asking for help is the right thing to do and all

members of the school community will be informed how cyber-bullying can be reported

Responding to Cyber-bullying

Cyber-bullying will generally be dealt with through the school's Anti-bullying policy. A cyber-bullying incident might include features different to other forms of bullying, prompting a particular response. Key differences might be:

- Impact: possibly extensive scale and scope
- Location: the anytime and anywhere nature of cyber bullying
- Anonymity: the person being bullied might not know who the perpetrator is
- Motivation: the perpetrator might not realise that his/her actions are bullying
- Evidence: the subject of the bullying will have evidence of what happened

Support for the person being bullied

As with any form of bullying, support for the individual will depend on the circumstances. Examples include:

- Emotional support and reassurance that it was right to report the incident.
- Advice not to retaliate or reply, but to keep the evidence and show or give it to their parent or a member of staff.
- Advice on other aspects of the code to prevent re-occurrence.
- Advice on how the perpetrator might be blocked from the individual's sites or services.
- Actions, where possible and appropriate, to have offending material removed.
- Advice to consider changing email addresses and/or mobile phone numbers.
- Informing parents of both the victim and the perpetrator to ensure support, sanctions and counselling as appropriate are in place.
- Discuss contacting the police in cases of suspected illegal content.

Investigation

Again, the nature of any investigation will depend on the circumstances. It may include, for example:

- Review of evidence and advice to preserve it, for example by saving or printing, (e.g. phone messages, texts, emails, website pages).
- Efforts to identify the perpetrator, which may include looking at the media, systems and sites used. Witnesses may have useful information.
- Accessing school e-mail accounts including the recovery deleted items.
- Requesting a student to reveal a message or other phone content or confiscating a phone.
- Informing parents to discuss impacts and actions.

Working with the perpetrator

Work with the perpetrator and any sanctions will be determined on an individual basis, in accordance with the Anti-Bullying Policy, with the intention of:

- Helping the person harmed to feel safe again and be assured that the bullying will stop.
- Holding the perpetrator to account, so they recognise the harm caused and do not repeat the behaviour.
- Helping bullies to recognise the consequences of their actions and facilitating change in their attitude and behaviour.
- Demonstrating that cyber bullying, as any other form of bullying, is unacceptable and that the school has effective ways of dealing with it.

Evaluating the effectiveness of counter bullying procedures

- Members of staff will report any incidents of cyber bullying to the Online Officer who will ensure that a thorough investigation is implemented and appropriate actions taken in line with this and the Anti-bullying Policy.
- The Online Officer will review this policy as per the review cycle to ensure its relevance and effectiveness.

Appendix 1

Cyber Safety Code

Three Steps to Safety

1. Respect other people - online and off. Don't spread rumours about people or share their secrets, including phone numbers or passwords.
2. If someone insults you online or by phone, stay calm. Ignore them, but tell someone you trust.
3. 'Do as you would be done by!' Think how you would feel if you were bullied. You are responsible for your behaviour - so do not distress other people or encourage others to do so.

If you are being bullied

It is never your fault. It can be stopped and it can usually be traced.

- Do not ignore the bullying. Don't reply, but do tell someone you can trust, such as a teacher or parent, or call an advice line.
- Try to keep calm. If you seem frightened or angry it will only make the person bullying you more likely to continue.

Text/video messaging

- You can turn off incoming messages for a couple of days.
- If bullying persists you can change your number (ask your mobile phone provider).
- Do not reply to abusive or worrying messages. You can report them to you mobile phone provider.

Email

- Never reply to unpleasant or unwanted messages.
- Do not accept emails or open files from people you don't know.
- Do not delete bullying emails – print them or save them as evidence in a separate folder.

Social networking sites, chat rooms and instant messaging

- Change privacy settings so you can choose who to be friends with and who can see your profile.
- Do not add anyone you don't know to your friend list.
- Do not use your real name in chat rooms.
- Never give out your photo or personal details, like your address, phone number or which school you go to.
- Don't post any pictures or videos you wouldn't be happy for your parents or teachers to see. Once they are online they can be copied and posted in other places where they cannot be removed or deleted.
- Keep your passwords private and don't tell anyone, not even your best friend.

Always report bullying incidents. Not doing that allows the bully to continue. That's not good for the victims, for those who witness the incidents or for the bully, who may need help to change their antisocial behaviour.