

Policy on Bullying

NEED: The Elite English School, Dubai will provide safe and healthy environment where pupils will be looked after carefully. This school will follow a policy on “NO BULLYING”

PROCEDURE:

Announcements to all pupils regarding bullying are made during assemblies by the Principal. Timely reminders are given if needed.

Pupils are made aware on bullying through special assemblies/counseling session by the Principal/ Supervisors and the School Counselor

Pupils are made aware that the school has zero tolerance to bullying.

Appropriate signage's have been put up on classroom boards against bullying.

Staff members are clearly instructed to check for incidents of bullying in school/at school functions/on school outings/excursions.

In the event of a report of a pupil breaking this rule, the following is the course of action.

As soon as the school receives a report that a child has been bullied, the principal/Supervisors/counselor is informed.

A committee is constituted comprising of the Principal/supervisor and the School Counselors.

An investigation is immediately held to trace the sequence of events.

Facts from parents/class teachers/supervisors/the person who reports the matter, are noted.

The victim is kept calm and assured of all help and support.

The alleged pupil(s) is questioned in the Principal's office.

A letter is written to the parents of the alleged pupil(s), requesting them to meet with the Committee.

The Pupil and the parents are spoken to.

The pupil is counseled/ reprimanded.

Depending on the severity of the situation, the alleged pupil(s) could be suspended from the School.

If the incident is repeated, the matter would be referred to the Ministry/KHDA as per their recommendation, the pupil's name would be struck off from the rolls.

All copies of correspondence are placed in the files of both the victim and the bully.