

Realt na Mara NS

Bí Cineálta Policy to Prevent and Address Bullying Behaviour

The Board of Management of Realt na Mara NS, Riverchapel has adopted the following policy to prevent and address bullying behaviour.

This policy fully complies with the requirements of *Bí Cineálta: Procedures to Prevent and Address Bullying Behaviour for Primary and Post-Primary Schools 2024*.

The board of management acknowledges that bullying behaviour interferes with the rights of the child as set out in the United Nations Convention on the Rights of the Child. We all, as a school community, have a responsibility to work together to prevent and address bullying behaviour and to deal with the negative impact of bullying behaviour.

We are committed to ensuring that all students who attend our school are kept safe from harm and that the wellbeing of our students is at the forefront of everything that we do. We recognise the negative impact that bullying behaviour can have on the lives of our students and we are fully committed to preventing and addressing bullying behaviour.

We confirm that we will, in accordance with our obligations under equality legislation, take all such steps that are reasonably practicable to prevent the harassment of students or staff on any of the nine grounds specified: gender, civil status, family status, sexual orientation, religion, age, disability, race and membership of the Traveller community.

Definition of bullying

Bullying is defined in *Cineáltas: Action Plan on Bullying* and *Bí Cineálta: Procedures to Prevent and Address Bullying Behaviour for Primary and Post-Primary Schools* as:

- Targeted behaviour, online or offline that causes harm. The harm caused can be physical, social and/or emotional in nature.
- Bullying behaviour is repeated over time and involves an imbalance of power in relationships between two people or groups of people in society.
- A one-off instance of negative behavior towards a student is not bullying behavior. However, a single hurtful message posted on social media can be considered bullying behavior as it may be visible to a wide audience and has a high likelihood of being shared multiple times and so becomes a repeated behaviour.
- The detailed definition is provided in Chapter 2 of the *Bí Cineálta* procedures.

Each school is required to develop and implement a *Bí Cineálta* policy that sets out how the school community prevents and addresses bullying behaviour. Strategies to deal with inappropriate behaviour that is not bullying behaviour are provided for within the school's Code of Behaviour.

Behaviour that is not bullying behaviour:

- If the repeated harm is real for the student experiencing the behaviour, but unintended by the other

student, this may not be considered bullying, but importantly must be addressed under the schools' Code of Behaviour.

- Some students with special educational needs may have social communication difficulties which may make them communicate their needs through behaviours that can hurt themselves or others. It is important to note that these behaviours are not deliberate or planned, but in certain situations, they are an automatic response which they cannot control.
- Disagreements between students are not considered bullying unless it involves deliberate and repeated attempts to cause distress, exclude or create dislike by others.

Types of Bullying:

There are many different types of bullying behaviour. These can include directing bullying at someone focused on the following: disability, exceptional ability, gender identity, LGBTQ+, physical appearance, racism, poverty status, religious identity, sexism and sexual harassment. This is not an exhaustive list.

Bullying can be:

Direct:

- Physical, pushing, shoving, punching, kicking, poking and tripping students. Physical assault. Destruction of personal property.
- Verbal: continual name calling which insults or humiliates the student – this may refer to physical appearance, size, clothes, gender, accent, academic ability, race or ethnic origin.
- Written: writing insulting remarks in public places, passing notes or drawings about the student.
- Extortion: where something is obtained through force or threats.

Bullying can be:

Indirect:

- Exclusion: where a student is deliberately and repeatedly isolated, excluded or ignored by a student or group of students.
- Relational: Where a student's attempts to form friendships with peers are repeatedly rejected or undermined, threats, non-verbal gesturing, malicious gossip, spreading rumours, silent treatment and manipulation of friend groups etc. can all form relational bullying for a student.

Online bullying behaviour:

Cyber bullying is carried out via text, direct messaging/instant messaging, social media platforms, email, apps, digital gaming sites, gaming consoles, chatrooms and other online technologies.

This can include:

- Sending or sharing of insulting and offensive or intimidating messages or images via online means as mentioned above.
- Posting information which is personal, private or sensitive without consent.
- Making and/or participating in fake profiles on a social network to impersonate and/or humiliate other students.
- Exclude/disrupt access to a student on purpose on online chat groups/access to accounts/ from an online game

Section A: Development/review of our Bí Cineálta policy to prevent and address bullying behaviour

All members of our school community were provided with the opportunity to input into the development/review of this policy.

	Date consulted	Method of consultation
School Staff	12/02/2025	Half day school closure. Questionnaires and group discussions. Staff were provided with the opportunity to discuss the new Bí Cineálta action plan.
Students	26/03/2025	Questionnaires and group discussion. Their wording, examples and suggestions were all taken into account when drafting this policy.
Parents	06/03/2025	Questionnaires sent via Aladdin
Board of Management	13/05/2025	Board of Management Meeting
Wider school community as appropriate, for example, bus drivers	26/02/2025	Questionnaires
Date policy was approved:		
Date policy was last reviewed:		

Section B: Preventing Bullying Behaviour

This section sets out the prevention strategies that will be used by the school. These include strategies specifically aimed at preventing online bullying behaviour, homophobic and transphobic bullying behaviour, racist bullying behaviour, sexist bullying behaviour and sexual harassment as appropriate

Culture and Environment:

We strive to:

- Create a school culture where bullying behaviour is unacceptable and a consistent approach to addressing bullying behaviour is developed.
- Involve parents as active partners in fostering an environment where bullying behaviour is not tolerated.
- Support the idea that our school is a telling environment.
- Promote the concept of a trusted adult – Stay Safe linkage – who to tell.
- Create safe spaces in our school building and yard – visibility.
- Incorporate artwork and signs to promote our school values.
- Encourage a sense of belonging within the school community.
- Create a positive school culture which:
 - is welcoming of differences and diversity and is based on inclusivity
 - encourage pupils to disclose and discuss incidents of bullying behaviour
 - promotes respectful relationships across the school community.

Ways in which we can work to achieve these goals are as follows:

- Staff are briefed on the uniform approach we must take to handle all reports of bullying – this is available to staff on Google Drive and a copy will be displayed in the Staff Room for ease of access also.
- Anti-Bullying Week/ Friendship Week activities/Wellbeing Week activities.
- Regular assemblies.
- After school clubs.
- Child Friendly Bí Cineálta posters will be on display in each classroom and around the school.
- Parents receive information at times regarding useful information on AntiBullying.
- Bí Cineálta Policy will be distributed to parents.
- Stay Safe and SPHE lessons focusing on positive behaviour form part of curricular content in all classes.
- Effective supervision and monitoring of pupils.
- Code of Behaviour with clear consequences.
- Links with HSCL.
- Use of Restorative Practice.

Curriculum (teaching and learning)

We strive to:

- Provide teaching and promote learning which is collaborative and respectful, fostering inclusion and respect for diversity.
- Display a shared understanding of what bullying is and its impact.

Ways in which we strive to achieve these goals are as follows:

- Teach SPHE and RSE content which fosters student's well-being and self-confidence as well as promoting personal responsibility for their own behaviours and actions.
- Model respectful behaviours towards colleagues, pupils and visitors in our school environment.
- Curricular and extracurricular activities can help to develop a sense of self-worth, working together, inclusion and respect.
- Students are given regular opportunities to work in small groups with peers, which can help build a sense of connection, belonging and empathy.
- Acknowledgment of our diverse school environment – celebrating diversity and culture in our school through art displays, photographs and international events.
- Implementation of education and prevention strategies (including awareness raising measures) that:
 - Build empathy, respect and resilience in pupils.
 - Explicitly address the issues of cyber bullying and identity-based bullying.
- Supports for staff.
- Consistent recording, investigation and follow up of bullying behaviour (including use of established intervention strategies).
- Ongoing evaluation of the effectiveness of the Bí Cineálta Policy.
- Use of Guest Speakers where appropriate.
- Learning Support – mixture of in class support and withdrawal.
- Links with GSCP.
- Classes for parents.
- Transition Programmes.

Policy and Planning:

We strive to:

- Raise awareness of bullying as a form of unacceptable behaviour with school management, teachers, school staff, pupils, parents/guardians.
- Promote a school ethos which encourages pupils to disclose and discuss incidents of bullying

behaviour.

- Ensure appropriate supervision and monitoring through which all areas of school activity are kept under observation.
- Develop procedures of noting, investigating and dealing with incidents of bullying behaviour.
- Implement a programme of support for those affected by bullying behaviour and for those involved in bullying behaviour.
- Work with appropriate agencies in countering all forms of bullying behaviour and promoting anti-bullying behaviour.
- The Acceptable User Policy, Supervision Policy, Special Education Policy, Code of Behaviour, Attendance Policy, EAL Policy, SPHE Policy, Child Safeguarding and Risk Assessment, Whole School Plan all support the implementation of the Bí Cineálta Policy.
- Effective leadership is a key component with Principal, Deputy Principal, DLP, DDL, all middle management and Board of Management focused on supporting the implantation of this policy.

Relationships and Partnerships:

- Interpersonal connections are supported through a range of formal and informal structures such as our Parent's Association, various and multiple student committees and groups, involvement with GSCP, HSCL, Tusla, EWO and connections with local preschools and secondary schools.
- Age and stage appropriate awareness initiatives that engage the student body in looking at their own behaviour – promoting acts of kindness and friendship, being an active help to others and looking at the causes of and impact of bullying during SPHE lessons.
- Conducting workshops and seminars for students, staff and parents to raise awareness of the impact of bullying.
- Encouraging peer support.
- Supporting active participation of students and parents in school life.
- HSCL – webinars and/or guest speakers for parents.
- Outside sports coaches, music teachers, dance teacher, drama teacher.
- After school clubs.
- Training and matches/ competitions.

The school has the following supervision and monitoring policies in place to prevent and address bullying behaviour

Preventing Cyber Bullying, Homophobic/Transphobic Bullying, Racist Bullying, Preventing Sexual Harassment, Preventing Sexist Bullying Behaviour

In addition to the above mentioned strategies, the school has the following in place to prevent and address bullying:

- Staff at all times endeavor to encourage pupils to show respect for each other.
- Implementation of the SPHE and RSE curriculums.
- Positive self-esteem is fostered among the pupils by celebrating individual differences, by acknowledging good behaviour and by providing opportunities for success.
- AUP developed for using technology in our school, teaching about responsible online behaviour and digital citizenship.
- The school's Bí Cineálta Policy is discussed regularly with the pupils.
- Staff are particularly vigilant in monitoring pupils who are considered at risk of bullying/being bullied.
- All disclosed incidents of bullying are investigated thoroughly and consistently by following the correct procedure as outlined to staff and recorded on Aladdin using the template for this.
- School wide awareness raising on all aspects of bullying.
- Supervision and monitoring of classrooms, corridors, school grounds, school tours and extracurricular activities.
- Involvement of pupils in contributing to a safe school environment e.g.: Wellbeing Week, Student Council and other activities that can help and encourage pupils in creating a culture of peer respect and support.
- Ensure that pupils know who to tell and how to tell.
- Ensure bystanders understand the importance of telling if they witness or know that bullying behaviour is taking place.
- Refer to appropriate online behaviour when using devices and in SPHE lessons.
- Promote online safety events or materials for parents.
- The listing of supports currently being used in the school and the identification of other supports available to the school.
- Shared folder of resources for teaching of bullying including lessons from above lists on Google Drive.
- Challenge gender stereotypes – equal participation and recognition.
- Foster a culture where diversity is celebrated and students 'see themselves' in the school environment.
- Ensuring the library has material which reflects our diverse school population from different national, ethnic and cultural backgrounds.
- Modelling of respectful behaviour by staff of all irrespective of gender.
- Ensuring all students have the same opportunities to engage in school activities irrespective of gender.
- Making clear that our school has a zero tolerance approach to bullying of any kind with enforceable policy – See Code of Behaviour

Section C: Addressing Bullying Behaviour

The teacher(s) with responsibility for addressing bullying behaviour is (are) as follows:

- The class teacher will be known as 'Relevant teacher'. In the event of class teacher absence, SET attached to the class will act as 'Relevant teacher'.
 - The class teacher will oversee recording of bullying reports for students in their class – this includes using the procedure guidelines to investigate reports of bullying and recorded bullying behaviour on the correct form on Aladdin.
 - All staff will be vigilant to bullying behaviour.
 - Principal will inform the Board of Management of incidents of Bullying.
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When bullying behaviour occurs, the school will:

- > ensure that the student experiencing bullying behaviour is heard and reassured
- > seek to ensure the privacy of those involved
- > conduct all conversations with sensitivity
- > consider the age and ability of those involved
- > listen to the views of the student who is experiencing the bullying behaviour as to how best to address the situation
- > take action in a timely manner
- > inform parents of those involved

The steps that will be taken by the school to determine if bullying behaviour has occurred, the approaches taken to address the bullying behaviour and to review progress are as follows:

The school's procedures for investigation, follow-up and recording of bullying behaviour and the established intervention strategies used by the school for dealing with cases of bullying behaviour are as follows:

- A. While all reports, including anonymous reports of bullying must be investigated and dealt with by the 'Relevant teacher(s)', the Relevant teacher(s) will use his/her/their professional judgement in relation to the records to be kept of these reports, the actions taken and any discussions with those involved regarding same.
- B. If it is established by the 'Relevant teacher(s)' that bullying has occurred, the 'Relevant teacher(s)' must keep appropriate written records which will assist his/her/their efforts to resolve the issues and restore, as far as practicable, the relationships of the parties involved.
- C. The 'Relevant teacher(s)' must record the bullying incident on the school information management system (Aladdin) by adding an Alleged Bullying Behaviour Report to the relevant pupil's file which will be visible on all other pupils named. The 'Relevant teacher(s)' must inform the Principal or Deputy Principal if Principal is absent.

The primary aim in investigating and dealing with bullying is to resolve any issues and to restore as far as is practicable, the relationships of the parties involved (rather than to apportion blame). With this in mind the school's procedures are as follows:

- In investigating and dealing with bullying the 'Relevant teacher(s)' will exercise his/her/their judgement to determine whether bullying has occurred, what type if it has and how best the situation might be resolved.
- All reports, including anonymous reports of bullying must be investigated and dealt with by the 'Relevant Teacher(s)'. In that way pupils will gain confidence in 'telling'. This confidence factor is of vital importance. It should be made clear to all pupils that when they report instances of bullying they are not considered to be telling tales but are behaving responsibly.
- Non-teaching staff such as secretaries, SNAs, caretakers and cleaners are encouraged to report any incidences of bullying behaviour witnessed by them or mentioned to them to the Class Teacher.
- Teachers should take a calm, unemotional problem-solving approach when dealing with incidents of alleged bullying behaviour reported by pupils, staff or parents.
- On being informed of an alleged incident of bullying, the teacher dealing with the report will first interview the victim(s) and discuss the feelings which the victim(s) experienced because of the bullying behaviour.
- Initial investigations of bullying will be done in class where possible but some incidents might be best investigated outside the classroom situation to ensure the privacy of all involved.
- When analysing incidents of bullying behaviour the 'Relevant Teacher(s)' should seek answers to questions of what, where, who, when and why. This should be done in a calm manner, setting an example in dealing

effectively with a conflict in a non- aggressive manner.

- If a group is involved each member should be interviewed individually at first. Thereafter, all those involved should be met as a group. At the group meeting, each member should be asked for his/her/their account of what happened to ensure that everyone in the group is clear about the other's statements.
- Each member of a group should be supported through the possible pressures that they may face from the other members of the group after interview by the teacher.
- Where the 'Relevant Teacher(s)' has/have determined that a pupil has been engaged in bullying behaviour, it should be made clear to him/her/them how he/she/they is in breach of the school's Bí Cineálta policy and efforts should be made to try to get him/her/them to see the perspective of the pupil being bullied.
- The "Relevant Teacher" does not apportion blame but should make an effort to try to get him/her/them to see the situation from the perspective of the pupil being bullied. S/he/they emphasises that the intention is not to punish perpetrators but to talk to them, to explain how harmful and hurtful bullying is and to seek a promise that it will stop. If that promise is forthcoming and is honoured there will be no penalty and that will be the end of the matter.
- When an investigation is completed and/or a bullying situation is resolved the "Relevant Teacher" will complete a report, to include the findings of the investigation, the strategy adopted and the outcome of the intervention, as well as any other relevant information. This must be recorded on Aladdin under the Bi Cineálta tab, and uploading a file "Alleged Bullying Behaviour Report".
- If a pupil chooses to continue the bullying behaviour, this can then no longer be considered a once off occurrence. In this event parent(s)/guardian(s) will be contacted. The school should give parents an opportunity of discussing ways in which they can reinforce or support the actions being taken by the school and the supports for the pupil.
- Follow-up meetings with the relevant parties involved may be arranged separately with a view to bringing them together at a later date if the pupil who has been bullied is ready and agreeable.
- Depending on the seriousness of the bullying some supportive interventions may be used.
- Repeated incidents of bullying behaviour will result in the imposition of sanctions. Such sanctions will be proportionate to the seriousness of the bullying behaviour. It must be made clear to all involved (each set of pupils and parents) that in any situation where disciplinary sanctions are required that this is a private matter between the pupil being disciplined, his or her parents and the school.
- Where a parent is not satisfied that the school has dealt with a

bullying case in accordance with these procedures, the parent must be referred to the school's complaints procedure.

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In the event that a parent has exhausted the school's complaints procedures and is still not satisfied, the school must advise the parents of their rights to make a complaint to the Ombudsman for Children.

- The School will maintain care for the victim over time. This will be done by speaking to the child a number of weeks after the incident to check on their continuing welfare. The child's parents will also be consulted.
- If a child makes a report of bullying, but asks that nothing is to be done about it, the 'relevant teacher(s)' will support the child appropriately to explore how it will be handled sensitively and how parents may be notified. If a parent does so, they must submit in writing that they require no further action to be taken, but even so, the school may still deem it necessary to be investigated and handled appropriately

The school will use the following approaches to support those who experience, witness and display bullying behaviour:

The school's programme of support for working with pupils affected by bullying involves a whole school approach. Given the complexity of bullying behaviour, no one intervention/support programme works in all situations.

Supporting Bullied pupils:

- Ending the bullying behaviour.
- Fostering respect for bullied pupils and all pupils.
- Fostering greater empathy towards and support for bullied pupils.
- Indicating clearly that the bullying is not the fault of the targeted pupil through annual awareness-raising programmes.
- Indicating clearly that the bullying is not the fault of the targeted pupil through the speedy identification of those responsible and speedy resolution of bullying situations.
- Making adequate counselling facilities available to pupils who need it in a timely manner (subject to available funding).
- Helping bullied pupils raise their self-esteem by encouraging them to become involved in activities that help develop friendships and social skills (e.g. participation in group work in class and in extra-curricular group or team activities during or after school).

Supporting Bullying pupils:

- Making it clear that bullying pupils who reform are not blamed or punished and get a 'clean sheet,'
- Making it clear that bullying pupils who reform are doing the right and honorable thing and giving them praise for this.
- Making adequate counseling facilities available to help those who need it learn other ways of meeting their needs besides violating the rights of others.
- Helping those who need to raise their self-esteem by encouraging them to become involved in

activities that develop friendships and social skills (e.g. participation in group work in class and in extra-curricular group or team activities during or after school).

- Using learning strategies throughout the school and the curriculum to help enhance pupils' feelings of self-worth.

- In dealing with negative behavior in general, encouraging teachers and parents to focus on, challenge and correct the behaviour while supporting the child.

- In dealing with bullying behaviour seeking resolution and offering a fresh start with a 'clean sheet' and no blame in return for keeping a promise to reform.

Procedures to Prevent and Address Bullying Behaviour for Primary and Post Primary Schools

All bullying behaviour will be recorded. This will include the type of behaviour, where and when it took place, and the date of the engagement with students and parents. The actions and supports agreed to address bullying behaviour will be documented. If the bullying behaviour is a child protection concern the matter will be addressed without delay in accordance with *Child Protection Procedures for Primary and Post-Primary Schools*.

Section D: Oversight


The principal will present an update on bullying behaviour at each board of management meeting. This update will include the number of incidents of bullying behaviour that have been reported since the last meeting, the number of ongoing incidents and the total number of incidents since the beginning of the school year. Where incidents of bullying behaviour have occurred, the principal will also provide a verbal update which will include where relevant, information relating to trends and patterns identified, strategies used to address the bullying behaviour and any wider strategies to prevent and address bullying behaviour where relevant. This update does not contain personal or identifying information. See Chapter 7 of the *Bí Cineálta* procedures.

This policy is available to our school community on the school's website and in hard copy on request. A student friendly version of this policy is displayed in the school and is also available on our website and in hard copy on request.

This policy and its implementation will be reviewed, following input from our school community, each calendar year or as soon as practicable after there has been a material change in any matter to which this policy refers.

Signed: 
(Chairperson of board of management)

Date: 14th May 2025

Signed: 
(Principal)

Date: 14/05/25

Bullying Incident Report Form

1. Name of student being bullied:
2. Class and teacher:
3. Name(s) and class(es) of student(s) allegedly engaged in bullying behaviour:
4. Location of incident(s) – Tick as relevant

School Yard		Toilets	
Out of school		Online	
Corridor		Other	
Classroom		Extra-Curricular Activities	

5. Name of person(s) who reported the alleged bullying concern:
6. Type of bullying behaviour – Tick as relevant

Physical		Gender Identity bullying	
Verbal		Extortion	
Damage to personal property		Written Bullying	
Exclusion/Isolation		Relational Bullying	
Cyber Bullying		Other	
Intimidation			

7. Date of initial engagement:
With student(s):
With parent(s):
8. Brief description of bullying behaviour:

9. Impact of bullying behaviour:

[Empty rectangular box]

10. Details of action taken: To include views of students/parents:

[Large empty rectangular box for details of action taken]

11. Date of review: To determine if bullying has ceased:

Review Date:

Outcome:

Views of students(s):

Views of parent(s):

12. Engagement with external services/supports: (if any)

Services contacted:

Details of engagement:

Date submitted to Principal/ Deputy Principal:

Signed: (Relevant teacher)

Date:

