

# **SUNWARD CHRISTIAN ACADEMY**

## **ANTI-BULLYING POLICY**

Amended 27 November 2025



### **1. PROCEDURES TO BE FOLLOWED IN THE EVENT OF AN ALLEGED INCIDENT**

Learners need to know that they can and need to report bullying, how they should do so and that what they say will be taken seriously.

When bullying is reported or occurs:

1. The learner who is reporting the incident needs to feel safe and should be treated with respect.
2. The primary aim of the teacher or staff member in investigating and dealing with bullying is to resolve any issues and to restore, as far as practical, the relationship of the parties involved, rather than apportion blame.
3. In investigating and dealing with bullying, the teacher or staff member will exercise his/her professional judgement to determine whether bullying has occurred and how best the situation might be resolved.
4. Teachers or staff members should take a calm, unemotional problem-solving approach when dealing with incidents of alleged bullying behaviour reported by learners, staff or parents.
5. Intervention should be closely monitored and followed up appropriately.
6. The principal and parents are to be informed.
7. All reports of bullying incidents at the school need to be recorded on a form with a full account written about the incident, names of any witnesses and the date.

The school's programme of support for learners who bully others is as follows:

1. The process of discipline in the code of conduct and disciplinary policy is followed.
2. Use is made of individual counselling to help a learner who bullies others so that he/she learns other ways of meeting needs without violating the rights of others.
3. An intervention process of assistance for the learner who bullies, and referral to therapy.
4. Close monitoring of the learner who is known to bully others.
5. Participation in community service for such a learner so that he/she learns to meet the needs of those less fortunate.
6. Use made of programmes and learning strategies that develop emotional quotient to build relational and social skills, and thereby develop respect and compassion toward others.

### **2. CONSEQUENCES**

The process of corrective disciplinary action in the learner code of conduct and disciplinary policy must be followed. This includes but is not limited to:

1. Making sure the bully understands the law of consequences, and that their misbehaviour places them on a path that will lead to disaster should they continue in such a way.
2. Close monitoring of the learner who is known to bully others.
3. The implementation of consequences, corrective actions and sanctions as listed in the disciplinary policy.
4. Individual counselling, at the expense of the parents of the child who is bullying, will need to take place so that the learner develops positive behaviour patterns that do not violate the rights of others.

5. An intervention process of assistance for the learner who continues bullying, in the form of referral to therapy and on-going therapy, at the expense of the parents.
6. Working together in a team approach with staff, parents, and therapists to resolve the bullying behaviour.
7. If, after a period, following of due process as laid out in the disciplinary policy, the incidents of bullying continue, the school reserves the right to expel the learner.

**Signed by learner:** \_\_\_\_\_

**Signed by parent:** \_\_\_\_\_