

Anti-Bullying and Anti-Cyberbullying Policy

Key Contact Personnel

Leadership Staff Responsible for Policy:	Paul McLean, Headmaster Laura Fox, Dean of Students Joseph Suttman, Health Coordinator
Designated Lead:	AIS-Salzburg Administration

This policy will be reviewed and updated

Statement of Intention

This policy is based upon a number of resources and standards of best practice. Fundamental to these are the laws and regulations of the Austrian national, provincial and local government, accreditation standards relevant to the topic, and various international organizations and institutions that support international schools in the development, review and implementation of anti-bullying policies, procedures and practices.

This policy is developed in order to achieve an all-school approach which is considered essential in addressing the

- Salzburg Province Child and Youth Assistance Law (*Salzburger Kind- und Jugendhilfegesetz*)
- Austrian National Private School Law (*Privatschulgesetz*)

Links to Relevant International Standards and Organizations

United Nations Convention on the Rights of the Child - <https://www.ohchr.org/en/professionalinterest/pages/crc.aspx>

Middle States Association of Colleges and Schools: Standards for Child Protection

Childnet International - www.childnet.com

Think U Know - www.thinkuknow.co.uk

The Internet Watch Foundation - www.iwf.org.uk

The Anti-Bullying Alliance - www.anti-bullyingalliance.org.uk/tools-information/all-about-bullying/mental-health-0

2. There is a harmful outcome: one or more people are hurt physically or emotionally/psychologically.
3. It is persistent and repeated: bullying involves repeated acts of aggression and hostility. An isolated aggressive attack between equals, is not usually bullying.
4. It is direct or indirect: bullying can involve direct acts of aggression, such as hitting someone, as well as indirect acts, such as spreading rumors.
5. There is unequal power: bullying involves the abuse of power by one or several people, who are more powerful or perceived as being more powerful, often due to their age, physical strength, belonging to a majority group or psychological resilience.

B. C b e b l l i g

Online platforms can be a tool for individuals or groups to bully or intimidate/threaten others directly or indirectly. Cyberbullying is a form of bullying, and as such, targets of cyberbullying can be hurt, upset, humiliated, afraid, and in some cases, may lead to a greater risk of self-harm and suicidal behaviors. Over a quarter of all young people aged between 7 and 16 say they have been bullied online, with one in 13 admitting to have bullied others. Cyberbullying can include sending offensive, upsetting and inappropriate message by phone, text, instant messenger, through gaming website chat functions, social media sites and apps, including 'tagging' people and deliberately blocking people in a group or sending offensive or degrading photos or videos to others or the general public.

Technology is an integral part of how young people today build and maintain friendships and other relationships. The responses a young person may receive through online communication can have a significant effect upon their self-image, confidence, and social status. Many difficulties surround addressing cyberbullying due to its 'hidden' nature. It is often very difficult to remain aware of such bullying if it occurs electronically, unless the victim comes forward and makes a disclosure.

Cyberbullying can include a variety of types of bullying:

- *Exclusion* - purposefully leaving someone out by not inviting or excluding them from engagement.
- *Harassment* - a pattern of sustained and constant hurtful or threatening online communication with the intention to harm the victim
- *Outing/Doxing* - openly revealing sensitive or personal information about someone without their consent or purposes of embarrassing or humiliating them.
- *Trickery* - targeting and lulling a victim into a false sense of security in order to abuse them later.

- loss of interest in achievement in school, homework not done, drop in grades
- sad, moody, teary or depressed in the evenings
- frequent claims of illness to avoid classes and other activities
- headaches, stomachaches or other physical problems and disorders
- nightmares, trouble sleeping - often very tired
- anxious and suffers from low self-esteem

Indications of a Student who Bullies Others:

- has a strong need to dominate and subdue other students in order to get their own way
- impulsive aggressive and easily riled to anger
- lack of empathy toward students who are weak, insecure or unpopular
- frequent interruptions in the classroom and desire to dominate discussion with radical opinions
- defiant, aggressive or belittling toward adults and those in authority
- engages in high-risk behaviors, rule-breaking and anti-social behavior which may include vandalism, delinquency and substance abuse
- greater physical strength than that of other students and demonstrates this frequently
- seeks notoriety for opinions and beliefs that are violent, radical or anti-social
- frequently identifies other students by nicknames that they created and are derogatory or in another language
- claims that their personal/social/ethnic/cultural background is superior to others
- seeks comparative and competitive situations in order to beat and dominate others
- has a positive attitude toward violence and the use of violent means
- frequently consumes inappropriate electronic media including pornography and violence and shares this with others in order to shock

Signs and Symptoms of Cyberbullying

Signs that a student is being cyberbullied:

- appears nervous when receiving a text, instant message or email
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If necessary, other agencies may be consulted or directly involved (e.g., the police if a criminal offence has taken place in accordance to the law in Austria) or if the victim is considered to be at risk of harm. In a case in which the bullying has taken place off campus between:

- A. a resident and non-resident student or students,
- B. resident and other resident student or other resident students,
- C. a non-resident student and another non-resident student or students,
- D. an enrolled student and others,

the DSL will ensure that the incident is fully investigated and appropriate action taken. The DSL may involve other authorities or organizations in such an investigation and determine appropriate consequences with the assistance of the Child Protection Team or without and ensure that appropriate support is implemented from that time forward.

A clear and precise account of bullying incidents will be recorded by the school in accordance with existing procedures (see AIS-Salzburg Child Protection Policy and Procedures). This will include recording appropriate details regarding decisions and actions taken.

Particular Responses to Cyberbullying:

When responding to incidents, suspicions or disclosures of cyberbullying, AIS-Salzburg will:

- Act as soon as an incident has been reported or identified.
- Provide appropriate support for the victim of cyberbullying and work with the perpetrator who has carried out the bullying to ensure that it does not happen again, provided the student is a part of the school community.
- Encourage the person being bullied to keep any evidence (screenshots) of the bullying activity to assist any investigation.

Take all available steps possible to identify the person responsible. This may include:

- A. looking at use of the school systems,
- B. identifying and interviewing possible witnesses,

- Providing ongoing support; this may include: working and speaking with staff members, offering formal counseling, engaging with parents and guardians.
- Where necessary, working with the wider community and local/national organizations to provide further or specialist advice and guidance.

Students who have perpetrated bullying will be supported by:

- Discussing what happened, establishing the concern and the need to change.
- Informing parents and/or guardians to help change the attitude and behavior of the student.
- Providing appropriate education and support regarding their behavior or actions.
- If online, requesting that content be removed and reporting accounts/content to the service provider.
- Consequences in line with the school Student Code of Conduct; this may include official warnings, detentions, removal of privileges (including online access in the case of cyberbullying) and suspensions or expulsions from AIS-Salzburg.
- Where necessary, working with the wider community and local/national organizations to provide further or specialist advice and guidance; this may include involvement from the police or referrals to other social services.

Prevention

The whole school community will:

- Create and support an inclusive environment which promotes a culture of mutual respect, consideration, compassion and care for others, which will be upheld by all.
- Recognize that bullying can be perpetrated or experienced by any member of the community, including adults and students (peer-on-peer abuse).
- Recognize the potential for students with disabilities or handicaps to be disproportionately impacted by bullying and will implement additional monitoring support as required.
- Openly discuss differences between people that could motivate bullying, including discussion of protected

Involvement of Students

AIS-Salzburg will:

- Inform all students and parents or guardians of the school's policy regarding bullying and cyber-bullying and make electronic copies of the policy available on the school's website.
- Ensure that all students know how to express worries and anxieties about bullying.
- Ensure that all students are aware of the range of consequences which may be applied against those engaging in bullying.
- When possible and appropriate, involve students in anti-bullying campaigns in school and in specific, focused instructional opportunities related to the school's anti-bullying policy.
- Publicize the details of internal support, as well as external helplines and websites.
- Offer support to students who have been bullied and to those who are bullying to address the problems they may have and ensure that proper de-escalation occurs.

Involvement and Liaison with Parents and/or Guardians

AIS-Salzburg will:

- Take steps to involve parents and/or guardians in developing, revising and updating policies and procedures related to bullying and cyberbullying, to ensure that they are aware that the school does not tolerate any form of bullying.
- Make sure that key information about bullying is available to parents and/or guardians in a variety of formats, including via the school website.
- Ensure all parents and/or guardians know who to contact if they are worried about bullying and where to access independent advice.
- Ensure that the parents work with the school to model positive behavior for students, both on and offline.
- Ensure all parents and/or guardians know about our reporting procedures and how to use them effectively and how to raise concerns in an appropriate manner.

Review and Revision

The school administration will ensure that this policy and procedures are regularly monitored, reviewed, evaluated, revised and consistently applied. Issues identified through a process of review and revision will be incorporated into the school's action planning.

Further Assistance and Communication

The AIS-Salzburg administration would be pleased to offer further support, information and assistance with respect to this policy and procedures as well as their implementation. Assistance can be gained at any time by contacting the school administration at the following email addresses and telephone numbers:

Paul McLean, Headmaster, pmclean@ais-salzburg.at	+43 662 824617-11
Sandra Gonzalez, Office Manager, office@ais-salzburg.at	+43 662 824555
Laura Fox, Dean of Students, lfox@ais-salzburg.at	+43 662 824617-10