

مدرسة الوحدة العربية
ARAB UNITY SCHOOL



**CYBER BULLYING
POLICY**



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مدرسة الوحدة العربية ARAB UNITY SCHOOL

VISION STATEMENT

Arab Unity School aims to provide a stimulating learning environment that challenges our students into discovering their potential and mould them into respectful, reliable and purposeful leaders of the global community.

MISSION STATEMENT

To provide an affordable education with a strong foundation of knowledge, technology and life skills, enabling our students to evolve into socially conscious and responsible individuals.

CORE VALUES

Character Building Morally Accountable Diligent and Trustworthy	Progressive Thinking Technological Competence Collaborative Thinking
Global Commitment Environmentally Conscious Persevering and Tolerant	Leadership Skills Inspiring and Motivating Decisive and Consistent

A GLIMPSE OF ARAB UNITY SCHOOL HISTORY

The Arab Unity School was established in 1974 by Mrs. Zainab A Taher, a qualified and veteran educationist, active in the field of education since 1963. The school follows the Early Years Foundation Stage, English National Curriculum from Year 1 to Year 6 in Primary and in Year 7 to Year 9 in Secondary. This prepares students for the Cambridge IGCSE Exams in Year 10-11 followed by the AS/A2/A Levels from the Cambridge International Examinations (CIE) and Edexcel UK. The AUS became an approved Centre in 1990 to conduct all Cambridge International Examinations (CIE) exams and was awarded Fellowship Centre status in 2002. AUS is also a centre for SAT and TOEFL examinations. At present, the school caters for approximately 3400 students drawn from the expatriate and local population

MESSAGE FROM THE FOUNDER DIRECTOR

Education is the most pristine of life's disciplines and it determines the sustenance and evolution of humanity and civilization. Arab Unity School's incredible and enviable progress is the result of an insatiable desire for perfection and unending, Odyssean quest for new challenges in the academic arena. The school has also been receiving accolades and recognition from the CIE for the commendable service rendered in the field of education. Education, in AUS, does not restrict students within the parameters of academic goals but motivates them to excel in every walk of life, inspiring and challenging them, every step of the way. To paraphrase Kipling, we hope to foster generations that can walk with kings without losing the common touch.

We, at Arab Unity School, focus on the intellectual, moral and spiritual development of our pupils and are ambitious for continued success.

Mrs Zainab A Taher

Founder Director

Arab Unity 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. Pupils, 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

- 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.
- Pupils will be informed about cyber bullying through curricular and pastoral activities. Pupils 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 pupils as set out in the Anti-Bullying Policy apply also to this policy

- Positive use of ICT 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 ICT
- The school will encourage safe use of ICT, 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.
- Requesting a pupil 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.

Counter bullying procedures

- Members of staff will report any incidents of cyber bullying to Head of School in the first instance who will conduct an initial investigation to ascertain details of the incident reported.
- If bullying is suspected or confirmed, the Head of School will liaise with the Head of Inclusion for further investigations and necessary follow-up actions.

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 don't 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.

- Don't 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.
- Don't accept emails or open files from people you don't know.
- Don't 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.
- Don't add anyone you don't know to your friend list.
- Don't 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 you can't get rid of them.
- 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.