

## APPENDIX A SUMMARY FOR PUPILS

As a student in the Abbey you are entitled to feel safe, free from harm or non-welcome comments or behaviour. If at any stage you feel that you are experiencing unwelcome or unwarranted attention you should report this to your Form Teacher, Year Tutor, School nurse, school counsellor, Mr Ruddy, Mr Wadsworth, Mrs McGrath, Mr O'Shea or any member of staff.

If it is clear that you are experiencing bullying behaviour the school has a variety of options that it can follow.

In the Abbey we define bullying as:

*Bullying is repeated and wilful activity by an individual or group in which power is exerted over another in order to intimidate or dominate. Characteristically the victim experiences fear, hurt or threat as a result.*

*Bullying can take different forms: verbal, physical, emotional, sexual – homophobic, electronic among others.*

Where bullying has been reported this will be fully investigated and the Year Tutor will have four levels of response available:

Level 1 for less serious issues will involve the Year Tutor dealing with the bully mostly on a one to one basis with the focus of getting the behaviour stopped and relationships repaired. There may be punishment issued and there will be contact with the parents of both students. Counselling support will be offered.

Level 2 for more serious or repeated issues will involve the Year Tutor dealing with the bully and a group of classmates with the focus of getting the behaviour stopped and relationships repaired. There will be punishment issued and there will be involvement by the parents of both students. Counselling support will be offered.

Level 3 for very serious or repeated issues will involve the Vice Principal dealing with the bully and a group of classmates with the focus of getting the behaviour stopped and relationships repaired. Steps taken at stage one and two may be used again.

Punishment will be severe and parents will have to be involved. Counselling support will be offered.

Level 4 for very serious or repeated issues will involve outside agencies such as Child Protection Services and the PSNI. The Board of Governors will be involved and the bully's place in the school will be reviewed to see if he is allowed to remain.

**Useful Points of Contact.**

The Abbey Christian Brothers' Grammar School: 028 3026 3142  
*Mr Ruddy / Mr O'Shea / Mrs McGrath / Mr D Wadsworth*  
*Your Year Tutor / Form Teacher or any member of staff*

The Abbey Counselling Service: 028 3026 3142  
*Mr R Ruddy*