Glenamaddy Community School
Bí Cineálta Policy to Prevent and Address Bullying Behaviour

The Board of Management of Glenamaddy Community School 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 is repeated over time and involves an imbalance of power in relationships between two people or groups of people in society. 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 are provided for within the school's Code of Good Behaviour.

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

Representatives of all sections 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	18/09/2026	Weekly Policy Meetings
Students	21st & 22nd of September 2026	Student focus group
Parents	21/09/2026	Parents emailed reviewed policy for input
Board of Management		Discussed & Ratified by BOM
Wider School Community	21/09/2026	All staff emailed for any input/recommendations
Date policy was approved: 25th September 2025		
Date policy was last reviewed: In progress		

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 (see Chapter 5 of the Bí Cineálta procedures):

The Board of Management confirms that appropriate supervision and monitoring policies and practices are in place to both prevent and deal with bullying behaviour and to facilitate early intervention where possible.

A proactive approach is encouraged during periods of supervision.

Supervision is provided before and after school and at morning and lunch breaks.

There is a Student Support Team in place which comprises Principal, Deputy Principal, Year Heads, Chaplain and Guidance Counsellor.

The school community aims to prevent cyberbullying, homophobic and transphobic bullying, racist bullying, sexist bullying and sexual harassment as outlined in sections 5.5, 5.6, 5.7, 5.8 and 5.9 of the Bí Cineálta procedures.

We aim to do this by:

✓ Promotion of a positive school climate and culture where RESPECT is key
✓ Effective Leadership
✓ Whole-school approach

✓ Fair and transparent Code of Good Behaviour
✓ Acceptable Use Policy
✓ Digital Awareness
✓ Encouraging Peer Support
✓ Celebrating diversity
✓ Support for EAL students
✓ Promote awareness of bullying (CSPE, SPHE and RSE Programmes)
✓ Anti-Bullying workshops/guest speakers
✓ Effective supervision and monitoring of students
✓ Consistent recording, investigation and follow-up of bullying behaviour
✓ On going evaluation of the effectiveness of the Bí Cineáltas procedure
✓Annual review of Child Safeguarding Statement and Risk Assessment

Glenamaddy Community School has the following supervision and monitoring policies in place to prevent and address bullying behaviour (see Chapter 5 of the Bí Cineálta procedures):

The school has members of staff on the premises from 8am, before the arrival of the first bus at 8.10am.

Staff members 'stand out' during class changes to ensure smooth movement from classroom to classroom.

Breaktime roster is drawn up daily and mailed daily to all concerned. It identifies the area that each staff member is responsible for, including GP Area, outside pitch, pavilion, canteen queue, upstairs, sports hall, astro turf, toilets, and includes additional member(s) of staff in general circulation where possible.

Classrooms are locked when not in use. The teacher with the class in the classroom is responsible for the safety and behaviour of the students on their roll.

School trips are planned with adequate teacher supervision (and risk assessment where appropriate) in place.

Staff members supervise the bus set-down area each evening as students are leaving school.

The students' school issued iPads, and any iPads bought or brought independently are enrolled into the Mobile Device Management System.

Section C: Addressing Bullying Behaviour

The teacher(s) with responsibility for addressing bullying behaviour is/are drawn from the following:

- Year Head
- Reporting Teacher
- Principal
- Deputy Principal
- Guidance Counsellor
- Chaplain

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 (see Chapter 6 of the Bí Cineálta procedures):

The primary aim in addressing reports of bullying behaviour should be to stop the bullying behaviour and to restore, as far as practicable, the relationships of the students involved, rather than to apportion blame. All Staff (Class Teachers, Year Heads, Guidance Counsellor, Chaplain, Deputy Principal, Principal, Support Team, SNAs) have a responsibility to report suspected incidences of bullying on a Staff Reporting Behaviour Form. These should be brought to the attention of the Yearhead who may complete a Bullying Incident Form, if deemed necessary. When bullying 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 bullying, so as to determine how best to address the situation
✓ Act in a timely manner
✓ Inform parents of those involved

Identifying if Bullying Behaviour has Occurred

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 is repeated behaviour over time and involves an imbalance of power in relationships between two people or groups of people in society. The detailed definition is provided in Chapter 2 of the Bí Cineálta procedures. To determine whether the behaviour reported is bullying behaviour you should consider the following questions:

1. Is the behaviour targeted at a specific student or group of students?
2. Is the behaviour intended to cause physical, social or emotional harm?
3. Is the behaviour repeated?

If the answer to each of the questions above is YES, then the behaviour is bullying

behaviour, and the behaviour should be addressed using the Bí Cineálta Procedures.

Note: One-off incidents may be considered bullying in certain circumstances. A single hurtful message posted on social media can be considered bullying behaviour as it has a high likelihood of being shared multiple times and thus becomes repeated behaviour.

If the answer to any of these questions is NO, then the behaviour is not bullying behaviour.

Strategies to deal with inappropriate behaviour are provided for within the school's Code of Good Behaviour.

When identifying if bullying behaviour has occurred the Year Heads should consider what, where, when and why?

✓ If a group of students is involved, each student should be engaged with individually first, thereafter, all students involved should be met as a group

✓ At the group meeting, each student should be asked for their account of what happened to ensure that everyone in the group is clear about each other's views

✓ Each student should be supported as appropriate, following the group meeting

✓ It may be helpful to ask the students involved to write down their account of the incident(s)

The school will use the following approaches to support those who experience, witness and display bullying behaviour (see Chapter 6 of the Bí Cineálta procedures):

Where Bullying Behaviour has Occurred

✓ Parents are an integral part of the school community and play an important role, in partnership with schools, in addressing bullying behaviour. Where bullying behaviour has occurred, the parents of the students involved must be contacted at an early stage to inform them of the matter and to consult with them on the actions to be taken to address the behaviour

✓ The school is obliged to fully investigate any alleged incidents of bullying which are reported by parents.

✓ It is important to listen to the views of the student who is experiencing bullying behaviour so as to determine how best to address the situation

✓ A record should be kept, by the Year Head, of the engagement with all involved including the 'Bullying Incident Form'.

✓ This record should document the form and type of bullying behaviour, if known (see Section 2.5 and 2.7 of the Bi Cineálta procedures), where and when it took place and the date of the initial engagement with the students involved and their parents

✓ The record should include the views of the students and their parents regarding the actions to be taken to address the bullying behaviour

Follow-Up Where Bullying Behaviour has Occurred

✓ The Year Head must re-engage with the students involved and their parents no more than 20 school days after the initial engagement
✓ Important factors to consider as part of this engagement are the nature of bullying behaviour, the effectiveness of the strategies used to address bullying behaviour and the relationship between the students involved
✓ The Year Head should document the review with students and their parents to determine if the bullying behaviour has ceased and the views of students and their parents in relation to this
✓ The date that it has been determined that the bullying behaviour has ceased should also be recorded
✓ Any engagement with external services/supports should also be noted
✓ Ongoing supervision and support may be needed for the students involved even where bullying behaviour has ceased
✓ If the bullying behaviour has not ceased the Year Head should review the strategies used in consultation with the students involved and their parents. A timeframe should be agreed for further engagement until the bullying behaviour has ceased
✓ If it becomes clear that the student who is displaying the bullying behaviour continues to display the behaviour, then consideration should be given to using the strategies to deal with inappropriate behaviour as provided for within the school's Code of Good Behaviour. If disciplinary sanctions are considered, this is a matter between the relevant student, their parents and the school
✓ If a parent(s) is not satisfied with how the bullying behaviour has been addressed by the school, in accordance with the Bí Cineálta Procedures to Prevent and Address Bullying Behaviour for Primary and Post-Primary Schools, they should be referred to the school's complaints procedures
✓ If a parent is dissatisfied with how a complaint has been handled, they may make a complaint to the Ombudsman for Children if they believe that the school's actions have had a negative effect on the student

Supports

The school may seek the support of any of the following when working with students affected by bullying:
✓ Counselling service (through Guidance Counsellor or Chaplain)
✓ Building self-esteem and developing social skills
✓ Use of restorative practices to re-build and maintain relationships
✓ Co-operation with parents
✓ Referral to outside agencies (if necessary) in co-operation with parents
✓ National Educational Psychological Service (NEPS)
✓ Oide
✓ Webwise
✓ National Parents Council
✓ Dublin City University (DCU) Anti-Bullying Centre
✓ Tusla

Record-Keeping

All bullying behaviour will be recorded, by the Year Head, on the 'Bullying Incident Form'. 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 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, in the student journal, 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: _____ on _____
Mary Mullarkey
Chairperson of Board of Management

Signed: _____ on _____
Brian Higgins
Principal of Glenamaddy Community School