**Top Tips for Stamping Out Bullying in Your School**

1) Focus on **PREVENTING** bullying as well as dealing with the consequences;

2) Encourage teachers and students to talk about **DIFFERENCE** openly and celebrate it;

3) Ensure teachers and students **UNDERSTAND** what bullying is, the different forms and the impact it can have on a person;

4) Don’t be afraid to **LET YOUR STUDENTS LEAD** your school’s anti-bullying initiatives, they will probably understand the bullying situation in their school better than you. Numerous studies have shown they are also most likely to change their peer’s behaviour. Students have told us how they feel more comfortable reporting incidences of bullying to another peer than a teacher;

5) Make it easy for students to **REPORT BULLYING** and ensure they all know how and where they can do it. Think about how they can also report it anonymously;

6) Create a **POSITIVE ENVIRONMENT** in your school by clearly rewarding good behaviour;

7) **UNDERSTAND THE BULLYING SITUATION** in your school. Send out questionnaires to understand where bullying happens most in the school, the most common type of bullying, whether it is particularly prevalent in a certain year group etc;

8) **MAKE ANTI-BULLYING FUN** and cool so students want to get involved;

9) **HAVE AN ANTI-BULLYING POLICY** in place which has been read and understood by all students, parents and teachers. This will help all students, parents and teachers understand what is accepted as good and bad behaviour. Refer back to it when dealing with issues of bullying;

10) Have a clear and effective process in place for punishing/disciplining people who bully/have bullied someone. Ensure that this process is clearly communicated to students, teachers and parents;

11) Ensure all relevant staff/teachers feel **COMFORTABLE** with how the school deals with bullying or who they can refer a student to;

12) When dealing with a student who has bullied someone give them a fair punishment but really try to understand what their **MOTIVATION FOR BULLYING** others is so you can try to prevent it happening;

13) **RECORD** all incidents of bullying so you know which/if any incidents are recurring;

14) **COMMUNICATE** with your colleagues to make sure they keep an eye out for anyone being bullied;

15) Remember teachers have a responsibility to address incidences of bullying both **INSIDE AND OUTSIDE OF SCHOOL**.