



ANTI-BULLYING POLICY

As mandated by the Central Board of Secondary Education (CBSE), vide circular no. ACAD- 17/2015, dated 9th March, 2015, an Anti-Bullying policy has been framed to address any bullying cases and to ensure as a learning environment for the students.

OBJECTIVE

To enable every learner to become the best version of themselves - confident in their identity, grounded in values, and inspired to learn, lead, and live with purpose.

We envision Pavna Institutions as vibrant **ecosystems** that blend intellect with humility, tradition with innovation, ambition with compassion, and individuality with community. Our mission is to provide a nurturing and inspiring educational environment where every learner feels valued, respected, empowered to reach their full potential, and express themselves freely. With our seven core values of **resilience, curiosity, hustle, intellect, compassion, inclusivity** and **respect for all**, we aim to shape the character of our learners and the culture of our institutions. Any form of bullying is unworthy of the Pavna culture, and against all that the school stands for and shall attract disciplinary action.

SCOPE OF WORK

Prevention and redressal of acts of bullying such as:

- a) **Physical Bullying** (hitting, kicking, tripping, pinching, pushing, spitting, slapping, damaging property)
- b) **Verbal Bullying** (name calling, insulting, teasing, intimidation, verbal abuse, homophobic or racist remarks, inappropriate language)
- c) **Social Bullying** (social isolation of any student, causing humiliation, lying and spreading rumors, harming the social reputation of any student, negative facial or physical gestures, menacing or contemptuous looks, playing nasty jokes to embarrass any student, hurtful mimicry, encouraging others to socially exclude any student)
- d) **Cyber Bullying** (posting inappropriate content on social media, abusive or hurtful texts, emails, posts, images, or videos, deliberately excluding others online)
- e) **Sexual Bullying** (sexual name-calling, inappropriate verbal comments, vulgar gestures, uninvited touching, sexual propositioning, pornographic material)

ROLES AND RESPONSIBILITIES OF THE EMPLOYER

- Create a school climate which is open, supportive and encourages pupils to disclose and discuss bullying behavior.
- Set up a complaint mechanism in the school to deal with complaints relating to bullying and to constitute an Anti-Bullying Committee for prevention and redressal of such complaints.
- Display the Child Helpline No.1098 prominently on School Notice Boards
- Organise orientation programmes for the members of the Committee
- Raise awareness within the school community (including school management, teachers, pupils, parents, volunteers etc.) that bullying is unacceptable behavior.
- Ensure comprehensive supervision and monitoring of all student activities

- Work towards countering all forms of bullying and anti-social behaviour
- Conduct counseling sessions for those involved in bullying and for those affected by bullying and
- Facilitate ongoing evaluation of the effectiveness of the school's Anti-Bullying Policy
- Provide procedures for noting, reporting, investigating and dealing with bullying behaviour
- Monitor the timely submission of report by the Committee

CONSTITUTION OF THE COMMITTEE

As per CBSE Circular no. ACAD-17/2015, dated 9 March, 2015 the Committee must consist of:

1. Chairperson (Principal)
2. Member 1 (School Doctor)
3. Member 2 (Senior Counsellor)
4. Member 3 (Senior Teacher)
5. Member 4 (Parent Representative)
6. Member 5 (School Management Representative)
7. Member 6 (Legal Representative)
8. Member 7 (Peer Educator)

STANDARD OPERATING PROCEDURES (SOP)

S. No	Type of Bullying	Action Recommended		
		Mild (1–3 times)	Moderate (4–6times)	Severe (7 times or more)
1	Physical /Verbal /Social/ Cyberbullying	• To be addressed by the class teacher and counselor depending upon the concern • The bully must be asked to apologise.	• Report to In-Charge/VP • Time Out • Forfeit extra- curricular activities and other privileges • Individual counseling session • Group counselling • Apprise parents and setup a meeting with In- Charge / VP to share home plans and strategies • Issue Reflection Card • Take an undertaking from the student	• Report to the Principal • Set up a meeting with the Principal • Parental Counselling • Take an undertaking from the parents • Issue Reflection Card • Student to be suspended depending on the situation
2	Sexual Bullying	• Report to the Principal • The bully must be asked to apologise. • Take an undertaking from the student. • Parents to be informed through the school almanac.	• Report to the Principal • Take an undertaking from the student • Apprise parents and set up a meeting with them for parental counselling	• Report to the Principal • Set up a meeting with the Principal • Parental Counselling • Take an undertaking from the parents • Issue Reflection Card • Student to be suspended depending on the situation