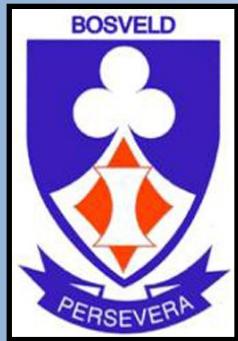


*Bullebakkerij &
Kuber-
bullebakkerij
Bullying & Cyber
Bullying*

*LAERSKOOL
BOSVELD
PRIMARY*



Bullebakery en Kuber-bullebakery

Bullying and Cyber Bullying

Hierdie beleid moet saam met die skool se Gedragskode vir leerders gelees word, en maak ook 'n integrale deel daarvan uit. / This policy must be read in conjunction with the school's Code of Conduct for Learners, of which it forms an integral part.

1. Inleiding / Introduction

Hierdie dokument is die beleid oor bullebakery en kuber-bullebakery van **Laerskool Bosveld Primary** wat die skoolbeheerliggaam op **25 Oktober 2021** goedgekeur het. Die beleid is opgestel ooreenkomsdig die bepalings van die Grondwet van Suid-Afrika, 1996; die Suid-Afrikaanse Skolewet 84 van 1996 ('die Skolewet'); die Wet op Nasionale Onderwysbeleid 27 van 1996; toepaslike Provinciale wetgewing oor skoolonderwys; die Wet op Beskerming teen Teistering 17 van 2011; die Wysigingswet op die Strafreg (Seksuele Misdrywe en Verwante Aangeleenthede), 2007, en die Verenigde Nasies se Konvensie oor die Regte van die Kind, 1989. / *This document is the bullying and cyberbullying policy of Laerskool Bosveld Primary as approved by the school governing body on 25 October 2021. The policy has been drafted in accordance with the provisions of the Constitution of South Africa, 1996; the South African Schools Act 84 of 1996 ('SASA'); the National Education Policy Act 27 of 1996; applicable provincial legislation on school education; the Protection from Harassment Act 17 of 2011; the Criminal Law (Sexual Offences and Related Matters) Amendment Act, 2007, and the United Nations Convention on the Rights of the Child, 1989.*

Alle leerders is geregtig om skool te gaan in 'n openbare skool wat 'n veilige en geborge leeromgewing daarstel. **Laerskool Bosveld Primary** se voornemens is om alle leerders van 'n billike leergeleentheid te voorsien. Daarvoor het die skool 'n beduidende belang daarby om 'n veilige, ordelike en beleefde skoolomgewing te skep wat onderrig en leer bevorder. / *All learners have the right to attend a public school that is a safe and secure learning environment. It is the intent of Laerskool Bosveld Primary to provide all learners with an equitable opportunity to learn. To that, the school has a significant interest in providing a safe, orderly and respectful school environment, which is conducive to teaching and learning.*

Bullebakery is nadelig vir die skoolomgewing en leerders se leer, prestasie en welstand. Dit meng in met die missie van die skool om leerders te onderrig, en ontwrig skoolbedrywigheude. Bullebakery raak nie net die leerders teen wie dit gerig word nie, maar ook diegene wat aan sodanige gedrag deelneem of dit aanskou. Dit moet dus die belangrikste aspek wees om leerderveiligheid en 'n inklusiewe leeromgewing te verseker. / *Bullying is adverse to the school environment and to learners' learning, achievement and well-being. It interferes with the mission of the school to educate learners, and disrupts school activities. Bullying affects not only learners who are targets, but also those who participate in and witness such behaviour. It must be addressed to ensure learner safety and an inclusive learning environment.*

2. Woord-omskrywing / Definitions

- Afpersing** is wanneer 'n persoon onregmatig en opsetlik een of ander materiële of nie-

materiële voordeel van 'n ander bekom, deur daardie persoon aan druk te onderwerp wat hom/haar dwing om die voordeel af te staan. / **Blackmailing** is when a person unlawfully and intentionally obtains some advantage, which may be of either a material or non-material nature, from another by subjecting the latter to pressure, which induces him or her to hand over the advantage.

- **Bullebakery** beteken die stelselmatige en aanhoudende oplegging van fisiese pyn of sielkundige nood aan een of meer leerders, onderwysers, nie-onderwysers of besoekers aan die skoolperseel. Dit word voorts omskryf as onwelkomme en herhaalde skriftelike, verbale of fisiese gedrag, met inbegrip van enige dreigende, beledigende of vernederende gebaar, deur 'n leerder of volwassene, wat ernstig of omvattend genoeg is om 'n intimiderende, vyandige of aanstootlike opvoedkundige omgewing te skep, ongemak of vernedering te veroorsaak, of op onredelike wyse met die leerder se skoolprestasie of -deelname in te meng, en kan onder meer insluit: / **Bullying** means systematically and chronically inflicting physical hurt or psychological distress on one or more learners, teachers, non-teachers or visitors to the school premises. It is further defined as unwanted and repeated written, verbal or physical behaviour, including threatening, insulting or dehumanising gesture, by a learner or adult, which is severe or pervasive enough to create an intimidating, hostile or offensive educational environment, cause discomfort or humiliation, or unreasonably interfere with the learner's school performance or participation, and may involve, but is not limited to:
 - * Opsetlike skending van persoon se waardigheid/privaatheid / Intentional violation of a person's dignity/privacy;
 - * Sosiale uitsluiting / Tergery; / Social exclusion / Teasing;
 - * Verbale bedreiging van 'n ander persoon se veiligheid / Intimidation; / Verbal threat to another person's safety / Intimidation;
 - * Bekruipery / Afpersing / Openbare vernedering; / Stalking / Extortion / Public humiliation;
 - * Fisiese geweld; / Physical violence;
 - * Diefstal / Vernietiging van eiendom / Steek tas / eiendom weg; / Theft / Destruction of property / Hiding bag / property;
 - * Seksuele / Godsdienstige / Rasseteistering; en / Sexual / Religious / Racial harassment; and
 - * Kuber-bullebakery / Cyber bullying
- **Crimea injuria** beteken die onregmatige, opsetlike en ernstige skending van 'n ander persoon se waardigheid of privaatheid. / **Crimea injuria** means the unlawful, intentional and serious violation of the dignity or privacy of another person.
- **Elektroniese kommunikasie** beteken enige kommunikasie deur 'n elektroniese toestel, wat onder meer insluit 'n telefoon, selfoon, rekenaar of roepadio, welke kommunikasie onder meer insluit e-pos, kitsboodskappe, teksboodskappe, blogs, selfone, roepadio's, aanlynspeletjies en webtuistes. / **Electronic communication** means any communication through an electronic device, including, but not limited to, a telephone, cellular phone, computer or pager, which communication includes, but is not limited to, e-mail, instant messaging, text messages, blogs, cell phones, pagers, online games and websites.
- **Kuber-bullebakery** beteken bullebakery met behulp van tegnologie of enige elektroniese kommunikasie, wat onder meer insluit die versending van tekens, seine, geskrifte, beelde, klanke, data of intelligensie van enige aard deur middel van enige elektroniese toestel, wat onder meer insluit 'n rekenaar, telefoon, selfoon, teksboodskaptoestel en persoonlike digitale assistent. / **Cyberbullying** means bullying through the use of technology or any electronic communication, including, but not limited to, the transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted by the use of any electronic device, including, but not limited to, a computer, telephone, cellular telephone, text messaging device and personal digital assistant.

- * **Voorbeeld van gedrag wat kuberbullebakery kan uitmaak, sluit onder meer in: / Examples of conduct that may constitute cyberbullying include, but are not limited to:**
 - ⇒ die publikasie van lelike aanmerkings of gerugte of enige lasterlike, onakkurate, verkleinerende, gewelddadige, neerhalende, aanstootlike of seksueel gerigte materiaal oor 'n leerder, op 'n webtuiste of 'n ander aanlyntoepassing; / *posting rumours or displaying any defamatory, inaccurate, violent, abusive, profane or sexually oriented material about a learner on a website or other online application;*
 - ⇒ die publikasie van misleidende of vervalste foto's of digitale videomateriaal van 'n leerder op webtuistes, of die skep van vals webtuistes of sosiale netwerkprofiel asof dit die slagoffer s'n is; / *posting misleading or fake photographs or digital video footage of a learner on websites, or creating fake websites or social networking profiles in the guise of posing as if it is the target's;*
 - ⇒ die nabootsing of voorstelling van 'n ander leerder deur daardie ander leerder se elektroniese toestel of rekening te gebruik om e-pos, teksboodskappe en kits boodskappe te stuur of foonoproep te maak; / *impersonating or representing another learner through usage of that other learner's electronic device or account to send e-mails, text messages or instant messages (IMs) or to make phone calls;*
 - ⇒ die versending van e-pos, teksboodskappe of kitsboodskappe of die laat van stemboodskappe wat gemeen of dreigend is, of so oorvloedig is dat dit die slagoffer se e-posrekening, kitsboodskap rekening of selfoon bombardeer; en / *sending e-mail, text messages and IMs or leaving voicemail messages that are mean or threatening, or too much as to bombard the target's e-mail account, IM account or cell phone; and*
 - ⇒ die gebruik van 'n kamerafoon of digitale videokamera om beskamende of seksgebaseerde foto's van ander leerders te neem en/of te stuur. / *using a camera phone or digital video camera to take and/or send embarrassing or 'sexting' photographs of other learners.*
- **Seksboodskappe** is kaal of halfkaal foto's of video's en/of seksueel suggestiewe boodskappe wat met behulp van selfone of kitsboodskappe na en van ander leerders gestuur word. / *Sexting means sending and sharing nude or semi-nude photos or videos and/or sexually suggestive messages via cell phone texting or instant messaging to and from other learners.*
- **Strafregtelike naamskending** beteken die onregmatige en opsetlike publikasie van 'n aangeleentheid met betrekking tot iemand anders wat daarop uit is om daardie persoon se reputasie ernstige skade aan te doen. / *Retaliation means an act or gesture against a person for asserting or alleging an act of bullying. 'Retaliation' also includes reporting an act of bullying when it is not made in good faith.*
- **Teistering** beteken die direkte of indirekte deelname aan gedrag wat die persoon wat dit pleeg weet of behoort te weet: / *Harassment means directly or indirectly engaging in conduct that the perpetrator knows or ought to know:*
 - * skade doen, of die redelike oortuiging laat posvat dat skade gedoen kan word, aan die klaer of 'n verwante persoon, deur op onredelike wyse; / *causes harm or inspires the reasonable belief that harm may be caused to the complainant or a related person by unreasonably:*
 - * die klaer of 'n verwante persoon te agtervolg, dop te hou of by te dam, of buite of naby die gebou of plek rond te hang waar die klaer of 'n verwante persoon woon, werk, sake doen, studeer of toevallig is; / *following, watching, pursuing or hitting the complainant or a related person, or loitering outside or near the building or place where the complainant or a related person resides, works, carries on business, studies or happens to be;*
 - * verbaal, elektronies of op enige ander wyse en deur middel van enige ander middel met die klaer of 'n verwante persoon te probeer kommunikeer, ongeag of 'n gesprek

gevoer word of nie; of / *engaging in verbal, electronic or any other communication aimed at the complainant or a related person, by any means, whether or not conversation ensues; or*

- * briewe, pakkies, e-pos of ander voorwerpe aan die klaer of 'n verwante persoon te stuur, daar af te lewer of te laat aflewer, of sodanige items daar te laat waar dit gevind sal word deur, oorhandig sal word aan of onder die aandag sal kom van die klaer of 'n verwante persoon; of / *sending, delivering or causing the delivery of letters, packages, e-mails or other objects to the complainant or a related person, or leaving them where they will be found by, given to or brought to the attention of the complainant or a related person; or*
- * op die seksuele teistering van die klaer of 'n verwante persoon neerkom. / *comes down to sexual harassment of the complainant or a related person.*

- **Vergelding** is 'n handeling of gebaar teen 'n persoon wat bullebakery of beweerde bullebakery aanmeld. 'Vergelding' sluit ook in die aanmelding van bullebakery wanneer dit nie te goeder trou gedoen word nie. / / *Revenge means the unlawful and intentional publication of a matter concerning another, which tends to seriously damage his or her reputation.*

3. Toepassing / Application

- Hierdie beleid geld vir enige leerder, onderwyser en nie-onderwyser by die skool sowel as enige besoeker of vrywilliger wat gedrag openbaar wat op bullebakery, kuberbullebakery of vergelding neerkom. Al voormalde persone is verantwoordelik om aan hierdie beleid te voldoen. / *This policy applies to any learner, teacher and non-teacher employed at the school as well as any visitor or volunteer who engages in conduct that constitutes bullying, cyberbullying or retaliation, all of whom have the responsibility to comply with this policy.*

- Hierdie beleid geld vir bullebakery wat: / *This policy applies to bullying that:*

- * plaasvind by die skool of op die skoolterrein, synde 'n skoolgebou; op die eiendom waarop 'n skoolgebou of -fasiliteit geleë is, en op/in eiendom wat 'n skool vir 'n skoolgeborgde aktiwiteit, geleentheid, program, onderrig of opleiding besit, huur of gebruik, en 'skoolterrein' sluit ook voertuie in wat vir skoolverwante vervoer gebruik word; / *takes place at the school or on school grounds, meaning a school building; on property on which a school building or facility is located, and in/on property that is owned, leased or used by a school for a school-sponsored activity, function, programme, instruction or training, with 'school grounds' also including vehicles used for school-related transport;*
- * plaasvind terwyl leerders na of van skole of skoolgeborgde geleenthede vervoer word; / *takes place while learners are being transported to or from schools or school-sponsored events;*
- * plaasvind by enige skoolgeborgde geleentheid, aktiwiteit, program, onderrig of opleiding; / *takes place at any school-sponsored event, activity, function, programme, instruction or training;*
- * plaasvind deur die gebruik van data, telefone, rekenaarsagteware of tegnologie wat deur 'n rekenaar, rekenaarstelsel of rekenaarnetwerk van die skool bekom word; of / *takes place through the use of data, telephone, computer software or technology that is accessed through a computer, computer system or computer network of the school; or*
- * elders plaasvind, maar slegs indien die bullebakery ook die regte van die leerder by die skool skend of indien die skool self op enige manier betrokke is of betrek word. / *takes place elsewhere, but only if the bullying also infringes on the rights of the learner at school, or if the school itself is in any way involved or implicated.*

4. Verbode aktiwiteite of gedrag / Prohibited activities or behaviour

- Die volgende gedrag is verbode: / The following behaviour is prohibited:**

- * Bullebakery / *Bullying*
- * Kuberbullebakery / *Cyberbullying*
- * Teistering / *Harassment*
- * Vergelding teen enigeen wat sodanig omskrewe gedrag aanmeld / *Retaliation against those reporting such defined behaviour*
- * Vals beskuldigings van bullebakery / *False accusations of bullying behaviour*
- * Skending van die skool se goeie naam / *Defamation of the school's good name*

Enigeen wat enige van hierdie verbode gedrag openbaar, sal die gevolge daarvan moet dra.
Any person who engages in any of these prohibited behaviour will be subject to consequences.

- Wat kuber-bullebakery betref, kom die volgende handelinge sowel as teistering en seksboodskappe op strafregtelike oortredings neer en sal dus ook as wangedrag ingevolge die skool se Gedrasgskode beskou word: / *With regard to cyber bullying, the following acts as well as harassment and sexting constitute criminal offences, and shall therefore also be regarded as misconduct in terms of the school's Code of Conduct:*

- * Crimea injuria – Enige handeling wat die waardigheid van 'n ander persoon aantast, wat ook kan plaasvind deur aan iemand anders 'n boodskap te stuur wat hetsy 'n uitdruklike of implisiële uitnodiging tot, of voorstel van, seksuele immoraliteit of onbetaamlikheid bevat, of deur onwelvoeglike foto's te versend. / *Crimea injuria – Any act that violates the dignity of another person, which may also be committed by communicating to somebody else, expressly or implicitly, an invitation to, or a suggestion of, sexual immorality or impropriety, or by sending indecent photos.*
- * Strafregtelike naamskending – Lasterlike aanmerkings teenoor derde partye in kletskamers, op sosiale netwerke, of in e-posse, teksboodskappe of kitsboodskappe is onder meer vorme van kuber-bullebakery. / *Criminal defamation – Defamatory remarks in chat rooms, on social networking sites, or in e-mails, text messages or instant messages to third parties are some methods of committing cyberbullying.*
- * Afpersing – Waar 'n persoon opsetlik en onregmatig dreig om inligting oor, of beelde van, 'n ander persoon elektronies te versprei. / *Extortion – Where a person intentionally and unlawfully threatens to electronically distribute information or images about another person.*

5. Aanmelding / Reporting

- Bullebakery, vermoedelike bullebakery of enige ander verbode handeling kan persoonlik of skriftelik (waaronder naamloos) by skoolpersoneel aangemeld word. Enige persoon wat bewus is van enige bullebakery, vermoedelike bullebakery of enige ander verbode handeling moet sodanige voorvalle by die skoolhoof of ander personeellid wat deur die hoof aangewys word, aanmeld. / *Bullying, suspected bullying or any other prohibited action is reportable in person or in writing (including anonymously) to school staff. Any person aware of any bullying, suspected bullying or any other prohibited action is required to report incidents to the school principal or other school staff member designated by the principal.*
- Indien enigeen kuber-bullebakery vermoed of daarvan ingelig word, moet die volgende protokol gevolg word: / *If any person suspects or is told about a cyberbullying incident, the following protocol will be followed:*

* **Selfone / Cell phones**

- ⇒ Vra die leerder om die betrokke selfoon aan jou te wys. / *Ask the learner to show you the cell phone in question.*
- ⇒ Let deeglik op alles op die skerm wat met 'n onvanpaste teksboodskap of beeld verband hou, wat die datum, tyd en name insluit. / *Note clearly everything on the screen relating to an inappropriate text message or image, including the date, time and names.*
- ⇒ Transkribeer 'n stemboodskap en teken weer die datum, tye en name aan. / *Make a transcript of a spoken message, and again record the date, time and names.*
- ⇒ Gee die leerder opdrag om die boodskap/beeld te stoor. / *Instruct the learner to save the message/image.*
- ⇒ Vergesel die leerder na die skoolhoof of persoon aangewys deur die hoof. / *Accompany the learner to the principal or the person designated by the principal.*

* **Rekenaars / Computers**

- ⇒ Vra die leerder om die betrokke materiaal op die skerm te toon. / *Ask the learner to show the material in question on the screen.*
- ⇒ Vra die leerder om die materiaal te stoor. / *Ask the learner to save the material.*
- ⇒ Druk onmiddellik die aanstootlike materiaal uit. / *Immediately make a printout of the offending material.*
- ⇒ Maak seker dat jy alle bladsye en inligting in die regte volgorde het, en dat niks wegge laat word nie. / *Ensure that you have all the pages and information in the right order and that there are nothing left out.*
- ⇒ Vergesel die leerder na die skoolhoof of persoon aangewys deur die hoof, en neem die aanstootlike materiaal saam. / *Accompany the learner, taking the offending material along, to the principal or the person designated by the principal.*
- ⇒ Gewone procedures word dan gevvolg om onderhoude met leerders te voer en verklarings af te neem. / *Normal procedures to interview learners and to take statements will then be followed.*

- Ouers en ander volwassenes wat van voorvalle van bullebakery bewus is, word aangemoedig om hierdie gedrag by 'n personeellid aan te meld. / *Parents and other adults who are aware of incidents of bullying are encouraged to report this behaviour to a staff member.*
- Alle ander lede van die skoalgemeenskap, wat leerders, ouers/voogde, vrywilligers en besoekers insluit, word aangemoedig om enige handeling wat hierdie beleid oortree, hetsy persoonlik of naamloos by die skoolhoof of persoon aangewys deur die hoof aan te meld. / *All other members of the school community, including learners, parents/legal guardians, volunteers and visitors, are encouraged to report any act that may be a violation of this policy anonymously or in person to the principal or principal's designee.*
- Weerwraak of vergelding teen enigeen wat 'n voorval van bullebakery aanmeld, is verbode. Indien daar vasgestel word dat 'n leerder iemand anders valslik van bullebakery beskuldig het, sal sodanige leerder die dissiplinêre gevolge moet dra. / *Acts of reprisal or retaliation against any person who reports an incident of bullying are prohibited. If it is determined that a learner has falsely accused another of bullying, such learner shall be subject to disciplinary consequences.*
- Ingevolge artikel 54 van die Wysigingswet op die Strafreg (Seksuele Misdrywe en Verwante Aangeleenthede), 2007, moet enigeen wat van 'n seksuele oortreding teen 'n kind kennis dra sodanige inligting onmiddellik by 'n polisiebeampte aanmeld. Versium om sodanige inligting aan te meld is 'n misdryf. Dus is enigeen wat betrokke is by seksboodskappe of seksuele teistering, of wat van sodanige handelinge bewus is, verplig om dit aan te meld. / *In terms of*

section 54 of the Criminal Law (Sexual Offences and Related Matters) Amendment Act, 2007, any person who knows that a sexual offence has been committed against a child must report such knowledge immediately to a police official. Failure to report such information is an offence. Therefore, any person involved in sexting or sexual harassment, or who has knowledge of such acts, is obliged to report such knowledge.

- In geval van 'n skending van enige bepaling in hierdie beleid moet die dissiplinêre prosedure ingevolge deel 3, artikel 2 tot 5, van die skool se Gedragskode gevvolg word. / *In case of a violation of any provision prescribed in this Policy, the disciplinary procedure as set out in part 3, section 2 to 5, of the school's Code of Conduct is to be followed.*
- **Alternatiewe dissiplinêre maatreëls sluit onder meer in:** / *Alternative disciplinary measures include:*
 - * 'n ontmoeting met die leerder en die leerder se ouers; / *meeting with the learner and the learner's parents;*
 - * besinningsaktiwiteite, soos om die leerder opdrag te gee om 'n opstel oor sy/haar wangedrag te skryf; / *reflective activities, such as requiring the learner to write an essay about the learner's misbehaviour;*
 - * berading; / *counselling;*
 - * woedebestuur; / *anger management;*
 - * gesondheidsvoorligting of -intervensie; / *health counselling or intervention;*
 - * geestesgesondheidsvoorligting; / *mental health counselling;*
 - * deelname aan vaardigheidsbou- en geskilbeslegtingsaktiwiteite, soos sosiaal-emosionele kognitiewe vaardigheidsbou, beslegtingskringe en herstelkonferensies; / *participation in skills-building and dispute resolution activities, such as social-emotional cognitive skills building, dispute resolution circles and restorative conferencing;*
 - * gemeenskapsdiens; en / *community service; and*
 - * interne detensie of skorsing, wat gedurende pouse, ná skool of oor naweke kan geskied. / *in-school detention or suspension, which may take place during breaktime, after school or on weekends.*

GETEKEN TE ONVERWACHT OP HIERDIE 25STE DAG VAN OKTOBER 2021
SIGNED AT ONVERWACHT ON THIS 25TH DAY OF OCTOBER 2021

MNR/MR F VAN DER MERWE
Beheerliggaamvoorsitter
Governing Body Chairperson

MNR/MR JL PRETORIUS
Skoolhoof
School Principal