

### What should I do if my child is being bullied?

- Talk calmly to your child.
- Note what your child says: who is involved, how often the bullying has happened, what happened and where and when it happened.
- Reassure your child that telling you about the bullying was the right thing to do.
- Explain to your child that they should report further incidents to a teacher straight away.
- Make an appointment to see your child's class teacher or form tutor.
- Explain to the teacher the problems your child is experiencing and how they feel.
- Keep accurate records of the bullying and the action the school agrees to take when you report the bullying.

# What do I do if I think the school are not dealing with my concerns?

- Check the school's behaviour policy to see if the school are following agreed procedures on dealing with bullying (you have a right to see it).
- Make an appointment with the headteacher. Keep a record of the meeting and follow it up in writing to the headteacher if necessary.
- If this does not help, write to the chair of governors explaining your concerns and what you would like to see happen (every school must have a complaints procedure and you can ask the school for a copy).
- If you do not feel that the school governors have dealt with your concerns, you can write directly to the local authority. The local authority has the power to check if the governors have followed the correct procedure, but it is not able to change their decision.

## What should I say when talking to teachers about bullying?

- Try and stay calm bear in mind that the teacher may not know that your child is being bullied or may have heard different versions of an incident.
- Be as specific as possible about what your child says has happened – give dates, places and names of other pupils involved.
- Ask the school for feedback.
- Ask if there is anything you can do to help your child at school.

#### What else should I do?

- Make a note of what action the school plans to take, and speak to the school if you feel this isn't being followed through.
- Stay in touch with the school let them know if things improve or not.

#### Where else can I get help?

If your child does not want to go to school because of bullying, speak to the Education Welfare Service at your local authority about the effect the bullying is having on your child.

Bullying can affect children and young people in different ways. Local authorities offer a counselling service which can help and support children and young people who have been bullied. Counsellors are independent of schools, governors and teaching staff, and offer a confidential service to all children and young people aged between 11 and 18 (and pupils in Year 6 in primary school). Children or young people can refer themselves, or parents, guardians, carers, professionals or friends can make a referral on a child or young person's behalf.

You or your child (or both of you) may also want to get in touch with the MEIC helpline. MEIC offers confidential free advice and support to children and young people on all sorts of issues. You can contact them by visiting their website at **www.meiccymru.org** or by calling them free on **08088 023456**.