



The National Evangelical School in Nabatieh

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NESN Anti-Bullying Policy

1. Purpose

Our school is committed to providing a safe, respectful, and inclusive environment for all students. Bullying in any form—physical, verbal, emotional, or digital—is strictly prohibited. This policy outlines our commitment to prevention and a clear, consistent procedure for responding to bullying incidents.

2. Definition of Bullying

Bullying is **intentional, repeated** behavior that causes physical, emotional, or psychological harm. It often involves an imbalance of power. Types of bullying include:

- **Verbal:** Name-calling, teasing, threats, insults.
- **Physical:** Hitting, pushing, tripping, taking belongings.
- **Social:** Excluding others, spreading rumors, public embarrassment.
- **Cyber:** Sending hurtful texts or messages, posting false or insulting content online, impersonation on social media.

3. Responsibilities

- **Students:** Report bullying to a teacher, counselor, supervisor, or HOD.
- **Teachers & Staff:** Model respectful behavior, intervene promptly, fill in the bullying intervention tracking google sheet and report all incidents to the HOD concerned and/or the School Counselor via Eschool platform.
- **Guardian(s):** Encourage open communication, monitor behavior, and work with the school to resolve issues.
- **Counselor & Administration:** Ensure incidents are investigated, proper actions are taken, teachers are guided on how to deal with each student, and follow-up support is provided.

Note: When sending the E-School message include: student full name - grade and section - number of bullying incident(s) - description of the bullying incident

4. Procedure for Handling Bullying Incidents - steps

For every bullying incident Any staff member who sees or is informed of bullying should:

- Intervene immediately if safe.
- Separate the students involved.
- Ensure the victim is safe and supported.
- Investigate the incident to validate the events
- Fill in the incident in the “bullying intervention tracking” google sheet which is shared with the teachers, counselor, and head of departments.

☐ Step 1: First Incident

- Reports the incident via E-school the same day to the **Head of department and guardian(s)**. *The message is sent within 24 hours of the incident*
- *Intervention: Verbal intervention, guidance, and social awareness*

☐ Step 2: Second Incident

- Reports the incident via E-school the same day to the **Head of department and guardian(s)**. *The message is sent within 24 hours of the incident*
- HOD informs parents via E-School that the bullying student is to prepare a presentation about the effects of bullying on themselves, the victim, and bystanders.
Note: make sure that the presentation includes empathy - stress that the details of the incident are NOT to be discussed or mentioned
- Student has a week to prepare the presentation
- Intervention: The bullying student reflects on his/her actions after presenting in class.

□□ Step 3: Third Incident

- Reports the incident via E-school the same day to the **Head of department and guardian(s)**. *The message is sent within 24 hours of the incident*
- Intervention: Student fills a behavioral contract

□□ Step 4 : Fourth Incident

- Reports the incident via E-school the same day to the **Head of department, guardian(s), and counselor**. *The message is sent within 24 hours of the incident*
- Intervention
 - Consequences for the bully are based on the severity and frequency of behavior.
 - From the fourth offense and onwards, Behavioral Intervention Plan (BIP) will be submitted and students will have weekly sessions with the counselor.
 - The school counselor will interfere and meet regularly with the student and schedule a one and one meeting with the guardians.
- The victim receives emotional support and a personalized safety plan from the counselor (if continuously targeted by the bully)

Offense	Consequences
First Offense	Verbal warning and guidance
Second Offense	Ask the student to present the harms of bullying and the importance of empathy.
Third Offense	Written behavior contract
Fourth Offense	Counseling Sessions for the bully, victim(s) and guardian(s)

5. Special Section: Repeat Offenders

Students who continue to engage in bullying despite interventions will be considered **repeat offenders**. (more than 4 recorded incidents)

Steps taken include:

- Development of a **Behavior Intervention Plan (BIP)** in collaboration with the counselor, parents, and teachers.
- Weekly individual behavior counseling sessions.
- Regular monitoring and evaluation of progress.
- Case review by the **Principal**.
- In severe or ongoing cases, the school may consider **temporary suspension**, or **involvement of external behavioral specialists**.

6. Prevention Measures

- Constant classroom activities on kindness, inclusion, and empathy.
- School-wide campaigns (e.g., Anti-Bullying Week, Kindness Tree, Poster Competitions, SEL integration).
- Peer support programs and student leadership opportunities.
- Clear display of school rules and behavior expectations.
- Parent education sessions and regular communication.

7. Confidentiality

All reports, investigations, and follow-ups are handled with the utmost **confidentiality**. Details are only shared with involved parties and necessary school staff.

8. Policy Review

This policy will be reviewed annually by the administration, school counselor, and teaching staff to ensure effectiveness and relevance.