

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: SCHOOL BRANCH
OLD SECRETARIAT: DELHI-110054.**

No. DE.23 (514)/Sch.Br./2018/1790

Dated:- 04/11/19

CIRCULAR

Sub: Prevention of Bullying and Ragging in schools.

With reference to circulars No.DE.23(514)/Sch.Br./168 dated 09.12.2017 and No.DE.23(514)/Sch.Br./MHRD/574 dated 12.04.2017 on the above cited subject, it is implied that the guidelines issued in the circulars have been complied by all the Heads of Schools. In order to have an amiable and teaching-learning conducive environment in the school it is indispensable that the school must be free from bullying and ragging etc. There must be respectful relationship among students, school administration and families. The message in all the schools that **"Bullying is strictly prohibited inside the school premises and no such act will go unnoticed or unpunished"** must be circulated through the school magazine and other means. Anti-bullying message must be displayed at prominent places of the school.

The Interventions required at various levels in this regard are viz:

Head Quarter Level Interventions

A Standing Committee will be constituted at the Head Quarter level comprising the following Officers of DOE:

- (i) DDE(EVGC)- Chairperson of the committee
- (ii) OSD(IEB)- Member
- (iii) OSD(Primary) - Member
- (iv) Distt. EVG- Incharge (Distt. South)- Member
- (v) Councilor Incharge- EVGB

Role and responsibilities

- Head Quarter level Committee will frame Anti -Bullying Policy and monitor its implementation in the state i.e. at District Level and School level.
- To ensure that each case of reported bullying is brought to a logical conclusion.
- It will control and manage all complaints received at Head Quarter level and will provide regular and periodic reports and work with existing legal institution and assist concerned authorities to take action.
- An anti Bullying Helpline will be made operational on parallels of child- helpline. It must operate confidentially, independently and remotely to help students in distress and also for reporting incidences of Bullying. It can be a common toll free phone number which can be operated centrally.



District Level Interventions

At the District level, a District team/cell will be constituted under the guidance of EVGC Coordinator of the district.

Role and Responsibilities

- This District team/cell will monitor and review anti-bullying measures at school level and also compile reports of incidences reported.
- District team/cell will organize training programme for teachers, parents and other stakeholders.

School Level Interventions

- School Level Anti-Bullying committee will be constituted in all schools comprising:-
 - i. HOS/V.Principal
 - ii. A senior teacher
 - iii. EVGC counsellor
 - iv. SMC representative
 - v. Social worker
 - vi. Pry. Incharge

Role and responsibilities

- i. Development and review of School Bullying Prevention Plan.
 - ii. Implementation of bullying prevention programme.
 - iii. Organizing sensitization against bullying for staff, students, and parents.
 - iv. Being vigilant and observing signs of bullying among the students and responding quickly and sensitively.
 - v. To follow the graded response system to address the cases of bullying in school.
 - vi. The process of fair investigation should not be ordinarily challengeable.
- Comprehensive guidelines will be developed for management of school which include various actions and penalties which may be taken by the School Management as per observation and understanding of the gravity of the misconduct. some of the recommended actions include:
 - I. Oral/written warning.
 - II. Suspension from attending classes/school for a specified period.
 - III. Withholding or cancelling the results.
 - IV. Imposition of fine upto a specified amount.
 - V. Expulsion/rustication from school in rarest of rare cases.
 - VI. The option of transferring a student from one school to another school may also be looked into.
 - Schools must take initiative to conduct activities under already constituted **Samarth Club** to educate and develop the understanding among students, staff and parents about the problem and effects of bullying. School should take initiatives to provide Life Skills Education, Value Education, Human Rights, Gender Sensitivity, Self-Esteem, Empathy, Interpersonal Communication, coping with stress and emotions, dealing

with anger, and resisting peer pressure need to be conscientiously taken up in the activity periods., These can take the form of role plays, street theatre (nukkad-natak), group-discussions, debates, special assemblies in schools, poster competitions, etc.

- A complaint/suggestion box must be installed in the school and the feedback received is to be monitored regularly . The necessary issues may be discussed and appropriately addressed. All the students are to be sensitized about human rights, democratic values, for diversity, equality and respect for privacy and dignity of others. There must be proper sensitization of community also regarding bullying and ragging through SMC meetings, PTM and Parents representing in other Committees of the school and their support is to be availed in bullying prevention efforts.

Engage all students, teaching and non-teaching staff and parents in the efforts against bullying on a continual basis.

This issue with approval of competent authority.

S. Jain
4.1.19

Addl.DE (Schools)

All the Heads of Govt., Govt. Aided and Recognized Unaided schools under Directorate of Education through DEL-E

No. DE.23 (514)/Sch.Br./2018/1790

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Copy to:-

1. PPS to Secretary (Education).
2. PS to Director (Education).
3. All the RDEs/DDEs (Districts/Zone) DEOs for ensuring compliance.
4. OS (IT) to please paste it on the website.
5. Guard File.

M. Jain
4/1/19

DDE(Schools)