

# Report bullying

**If a child is unhappy at kindergarten or school it is not necessarily due to bullying. Nevertheless, you should report your concern.**

Everyone who works at a kindergarten, school or with extracurricular activities has a duty to observe, intervene and report if they suspect or know that a child is not safe and secure.

Together, parents and staff shall find out what the problem is. Staff shall also listen to any concerns, and investigate and assess the action to take.

## When to make a report

Many parents are uncertain about when to make a report. It does not have to be direct bullying and you do not need 'evidence'. It suffices that your child is unhappy. It's the perceptions of the child that count.

## How to make a report

You can make a report orally by talking to the staff or manager of the kindergarten - or teachers, staff at the before and after school club (SFO) or the school's head teacher. You can also submit a report in writing to the school or kindergarten. Regardless of how you choose to make a report, the school or kindergarten is obliged to investigate the matter further.

## [Reporting an Unsafe School Environment Form](#)

### Opening a suspected case

As soon as the kindergarten or school suspects that a child is unhappy, irrespective of whether it is the child, parents or staff who have made a report, a case must be opened. The child, parents and other persons involved have the right to be heard.

### Starting an investigation

Initially, the kindergarten or school shall observe and obtain an overview of the situation. The head teacher or manager shall notify the Municipality of Bergen if:

- the child has been exposed to violence
- the school or kindergarten staff are involved
- several children are bullying one child

- the bullying is done online and across schools

Should the case concern a private school or kindergarten, the respective owner must be notified.

#### Taking action

Once the school or kindergarten has obtained an overview of the situation, they must make an action plan containing the measures that will be taken. This must be a written plan so that you and your child are aware of what is being done.

The plan shall contain:

- the problem to be solved
- planned measures
- dates when the measures are to be implemented
- who is responsible for implementation
- when the measures will be evaluated

The head teacher or manager shall document what has been done. The case must not be closed until the child perceives the school or kindergarten environment as safe and good.

#### Law provisions

The Norwegian Kindergarten Act and Education Act state that schools and kindergartens are obliged to establish a safe and inclusive childhood environment.

The duty to provide activities is set out in Chapter 9A of the Norwegian Education Act relating to a Safe and Good Learning Environment. A similar Act has been adopted for kindergartens and will be legally applicable from January 2021.