Annual prevention plan: the calendar from September to June

Making the fight against bullying last, month after month

Leadership · counsellors · referents | Primary to high school | For the staff room

A poster in November, a talk in February... and bullying picks up again in spring. To truly reduce violence, prevention must follow a progression known to everyone. This sheet offers a model calendar with checkboxes, to adapt to the size and level of your school.

1. Before you start: three foundations

1. **An identified team**
   Leadership, school counsellor, volunteer teachers, nurse or psychologist: the resource team runs the plan, follows cases and liaises with families.
2. **A baseline diagnosis**
   Anonymous survey, last year's incidents, high-risk places and times (playground, canteen, changing rooms, transport, online groups).
3. **A clear, visible protocol**
   Who listens to the pupil? Who informs families? Within what time frame? When to report to the authorities or the police?

2. The year in 6 stages

September	October	November	Dec. → Feb.	Mar. → Apr.	May → June
Set the frame	**Diagnose**	**Mobilise**	**Deepen**	**Consolidate**	**Evaluate**
Plan, protocol and class charter	School climate survey	National day, priorities	Class sessions, digital	Mid-term review, peers	Review and next plan

The common thread: two surveys, in October and May, frame the year. The first sets 2 or 3 priorities, the second measures progress and feeds next year's plan.

3. Month-by-month plan (checklist)

September — Set the frame

- [ ] Present the plan and protocol to all staff before term starts
- [ ] Include the fight against bullying in the school rules
- [ ] Write a class charter for living together during form time
- [ ] Present the system to families at back-to-school meetings
- [ ] Pay attention to new pupils and entry years

October — Diagnose

- [ ] Run the anonymous school climate survey
- [ ] Identify and train pupil ambassadors
- [ ] Map high-risk places and times, adjust supervision
- [ ] Train new staff to spot early warning signs

November — Mobilise

- [ ] Make the national anti-bullying day (1st Thursday of November) a highlight: workshops, posters, debates
- [ ] Share survey results and set 2 or 3 priorities
- [ ] Remind pupils and families of 3018 and other support

Dec. → Feb. — Deepen

- [ ] Run the awareness sessions planned for each class
- [ ] Address cyberbullying before the winter holidays (class group chats, AI-faked images)
- [ ] Use Safer Internet Day (February) as a second digital highlight
- [ ] Review cases at the end-of-term class councils

Mar. → Apr. — Consolidate

- [ ] Mid-term review with the resource team: what works, what changes
- [ ] Renew vigilance: fatigue, exams and entrenched conflicts
- [ ] Involve ambassadors in peer-to-peer actions
- [ ] Hold a discussion with parent representatives

May → June — Evaluate

- [ ] Run the survey again and compare with October
- [ ] Review: cases reported, response times, actions carried out
- [ ] Prepare transitions to the next school
- [ ] Raise awareness before summer and draft next year's plan

4. Why an annual plan?

Consistency and timing

Each action fits into a progression known to all and takes place at the riskiest times: back to school, before holidays, spring.

Engagement and measurement

Leadership, teachers, school life staff, pupils and families each have a role. The plan also meets the expectations of the pHARe programme.

5. Who does what?

Stakeholder	Role in the plan
Leadership	Owns the plan, guarantees the protocol, decides resources and sanctions
Resource team	Runs actions, handles cases, tracks indicators
Teachers	Spot early signs, lead form-time discussions
Counsellors and supervisors	Monitor high-risk places, listen to pupils
Health and social staff	Support victims and perpetrators
Pupil ambassadors	Notice tensions, raise awareness, refer peers to an adult
Families	Notice changes at home, report, relay prevention messages

6. Indicators to track

Indicator	How to track it	When
Feeling of safety	Anonymous school climate survey	October and May
Cases reported	Resource team log	Every term
Response time	From report to first interview	Every term
Cases resolved	No recurrence after 1 month	Every term
Absenteeism	Repeated absences, a possible sign of distress	Ongoing

Good to know: a rise in reports is often a good sign. It shows pupils are more willing to talk to adults.

> **Mistakes to avoid** — Betting everything on the November day. Forgetting the digital side, evenings and weekends. Only talking to victims without supporting perpetrators and witnesses. Leaving the plan in a drawer. Not comparing October and June.

Going further

Discover how Netethic helps detect the first signs of bullying, at school and online, on netethic.fr.