

## Anti-Bullying and the Prevention of Bullying Policy

### 1. Aim

The Gildredge House Anti-Bullying and Prevention of Bullying Policy outlines what our school will do to prevent and tackle bullying. The school takes any incident of bullying very seriously and will record all incidents. At Gildredge House, children are at the heart of everything we do. All students should be able to learn in a supportive, friendly and safe environment based on outstanding pastoral care, without fear of being bullied, so that they can develop to their full potential.

This policy will be disseminated to the whole school community including children in the EYFS, and reviewed regularly as the school grows.

### Our School Community:

- discusses, monitors and reviews the Anti-Bullying and Prevention of Bullying Policy on a regular basis;
- is aware of the potentially serious actions that can follow bullying. These include psychological damage as well, in extreme cases, leading to suicide;
- supports staff to promote positive relationships and identify and tackle bullying appropriately;
- ensures that students are aware that all bullying concerns will be dealt with sensitively and effectively; that students feel safe to learn; and that students abide by the Anti-Bullying and Prevention of Bullying Policy;
- reports back to parents regarding their concerns on bullying and deals promptly with complaints. Parents in turn work with the school to uphold the Anti-Bullying and Prevention of Bullying Policy; and
- seeks to learn from good anti-bullying practice elsewhere and utilises support from other relevant organisations when appropriate.

Gildredge House is committed to providing a caring, friendly and safe environment for all students so they can learn in a positive and secure atmosphere. Bullying of any kind is unacceptable. The school recognises that bullying could lead to suicide and all incidents are treated very seriously. If bullying does occur, all students should be able to report it and know that incidents will be dealt with promptly and effectively.

All members of the school community should understand:

- the definition of bullying and that it will not be tolerated at Gildredge House;
- the Anti-Bullying and Prevention of Bullying Policy and know how to follow it when bullying is reported;
- that support will be given when bullying is reported;
- that, through monitoring, reviewing and training, the school aims to develop a positive atmosphere where students feel confident to report if they are being bullied and that bullies can change.

### 2. Forms of Bullying Covered by this Policy:

Bullying can take many forms:

- **Physical bullying** e.g. hitting, punching, finger jabbing, inappropriate touching, pinching, jostling, breaking or taking of property.
- **Verbal bullying** e.g. name calling, put-downs, threats, teasing, ridiculing, belittling, excessive criticism or sarcasm.

- **Psychological bullying** e.g. rumours or stories, exclusion from a group, shunning, invading privacy, graffiti designed to embarrass, withholding friendship or affection.
- **Cyber bullying** e.g. nasty phone calls or messages / images sent by text, email or social media.

Some bullying happens because a child is deemed to belong to a certain group. This has been labelled '**prejudice based bullying**,' and includes homophobic bullying, racist bullying, sexual or gender bullying, and bullying of students with learning or other disabilities.

### 3. Definition of Bullying

Bullying is: "Behaviour by an individual or a group, usually repeated over time, that intentionally hurts another individual either physically or emotionally".

Bullying can include: name calling, taunting, mocking, making offensive comments, kicking, hitting, taking belongings, inappropriate text messaging and electronic messaging (including through websites, social networking sites and instant messaging), sending offensive or degrading images by phone or via the internet, producing offensive graffiti, gossiping, excluding people from groups and spreading hurtful and untruthful rumours.

### 4. Definition of Cyber Bullying

Cyber bullying is: "an aggressive, intentional act carried out by a group or individual, using electronic forms of contact, repeatedly over time against a victim who cannot easily defend him or herself." (*Report to the ABA by Goldsmiths College*)

Cyber bullying can include: bullying via websites, text message bullying, picture or video-clip bullying via mobile phone cameras, phone call bullying via mobile phone, email bullying, chat room bullying through instant messaging (IM).

### 5. Setting and Promoting E-Safety

Bullying can occur in and out of school and therefore parents and the school need to work together. An ICT acceptable use agreement is completed by each student in the Secondary and Sixth Form phases and every parent agreeing to safe and responsible internet use at school to highlight the responsible use of the internet and promote the school's anti-cyber bullying message (see e-Safety Policy).

### 6. Preventing, Identifying and Responding to Bullying

Bullying of any kind is unacceptable at Gildredge House and this message will permeate throughout our culture. At Gildredge House, we use a range of proactive strategies to create an environment that promotes anti-bullying throughout the School.

These include:

- A dedicated or Class Teacher who meets daily with students, considers their wellbeing and works closely with parents in line with the Teachers' Standards;
- A dedicated Head of Year in the Secondary and Sixth Form phases who is responsible for the wellbeing of all students in the Year Group. A dedicated Class Teacher in the Primary phase who is responsible for the wellbeing of all students in the class.
- The Head of Year or Class Teacher delivers high quality values that include accepting differences, tolerance, and forgiveness as well as explicit sessions on anti-bullying. The Head of Year or Class Teacher supports the delivery of PSHE and this will cover safe behaviour, wellbeing and anti-bullying;
- The creation and support of an inclusive environment, which promotes a culture of mutual respect, consideration and care for others which is upheld by all;
- The challenging of practice which does not uphold the values of tolerance, non-discrimination and respect towards others;

- Staff training, including the importance of showing children that any bullying matters have been taken seriously, the importance of first class communication with parents and the insistence that all incidents are recorded effectively, following the schools' policy;
- A culture of listening to students. There are a wide range of adults to whom students can speak and these conversations will be followed using the correct procedures;
- A dedicated member of staff to lead on anti-bullying and use the anti-bullying box to report a concern;
- The promotion of appropriate behaviour through community time, assemblies, circle times and Tutor sessions;
- The promotion during Anti-Bullying Week of the importance of reporting bullying and not being a bystander, through displays and during the community curriculum delivered by staff;
- The promotion of the British values of tolerance and raising awareness of different cultures through community, assemblies, circle time and Tutor sessions;
- Actively providing opportunities to develop students' social and emotional skills, including resilience;
- The development of Peer Mentors for Year 7 students;
- The development of Playground Buddies for Primary phase students;
- The use of anti-bullying 'Lunch Club' as a safe haven for vulnerable Secondary phase students during lunch time;
- The development of student diversity groups to offer time to listen and share experiences;
- The offer of 'Safe Zones' throughout the school;
- Education on safer internet use as part of the ICT curriculum;
- Regularly updating and evaluating the school's approaches to take into account the developments of digital technology;
- Vigilant supervision at break and lunch times;
- Formal annual evaluation of anti-bullying work with staff and students alongside regular ongoing reflections and review;
- Working with staff and outside agencies to identify all forms of prejudice-driven bullying;
- Actively providing systematic opportunities to develop students' social and emotional skills, including their resilience;
- Considering all opportunities for addressing bullying including through the curriculum, through displays, through peer support and through whole school activities;
- Training all staff including MDSAs, Teaching Assistants and support staff to identify bullying and follow the school's policy and procedures on bullying;
- Regularly canvas children and young people's views on the extent and nature of bullying;
- Ensuring students know how to express worries and anxieties about bullying;
- Ensuring all students are aware of the range of sanctions which may be applied against those engaging in bullying;
- Involving students in anti-bullying campaigns in school;
- Publicising the details of helplines and websites;
- Offering support to students who have been bullied;
- Working with students who have been bullying in order to address the problems they have. This will include reflective on behaviours and / or restorative justice work.

## 7. Links with other School Policies and Practices

This Anti-Bullying and the Prevention of Bullying Policy links with a number of other school policies, practices and action plans including:

- Complaints Policy
- Behaviour Policy
- E-Safety Policy
- The teaching of PSHE within community

## 8. Responsibilities

All staff have a responsibility to:

- monitor students in their care by being observant and asking students what is happening to them;
- liaise with staff, especially the Head Teacher and the Designated Safeguarding Lead;
- know the Anti-Bullying and the Prevention of Bullying Policy and deal with incidents in accordance with school procedure;
- take part in anti-bullying measures and contributing to strategy and solutions;
- report all incidents; and
- involve students in creating positive strategies through PSHE, the school council and class routines.

### Further Responsibilities:

- The Head Teacher and Senior Leaders take a lead role in monitoring and reviewing this Anti-Bullying and the Prevention of Bullying Policy.
- The Head Teacher, Senior Leaders, teaching and support staff should be aware of this Anti-Bullying and the Prevention of Bullying Policy and implement it accordingly.
- The Head Teacher communicates the Anti-Bullying and the Prevention of Bullying Policy to the school community.
- Students should abide by the Anti-Bullying and the Prevention of Bullying Policy.

## 9. Procedures

The school has a clear procedure so students know who to tell and teachers know how to record incidents including so that patterns can be observed.

- Report bullying incidents to staff.
- In all cases of bullying, staff will record the incident on a Bullying Concern Form.
- The bullying behaviour or threats of bullying are investigated and the bullying stopped quickly, with communications between all parties recorded on the Bullying Concern Form.
- In all cases, all parents will be informed.
- Students who have been bullied will be given support determined by a member of the Senior Leadership Team and the relevant Head of Year or Class Teacher in consultation with the student.
- Parents of students who are being bullied and parents of the bully will be involved in designing and providing the solution.
- The school will endeavour to change the attitude and behaviour of the bully (or bullies) in line with the positive procedures identified in the school's strategies.
- Any of the school's formal sanctions/punishments can be used as appropriate.
- If necessary and appropriate, the Police will be consulted as will other outside agencies.
- The bullying file will remain in place for the remainder of the student's life at Gildredge House and reviewed periodically with the Head of Year, Class Teacher or member of the Senior Leadership Team.

## 10. Outcomes

- The bully (or bullies) may be asked to genuinely apologise. Other consequences may also take place.
- In serious cases, internal isolation or exclusion may be sanctioned.

- If possible, the students will be reconciled.
- The bully (or bullies) will be given reflective work to help change or eradicate their behaviour, usually by talking through issues and offering the student strategies that help and aid friendship;
- After the incident / incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

### Policy Review and Approval

The school will continue to use guidance from DfE and the Anti-Bullying Alliance to inform its action planning to prevent and tackle bullying.

Review interval:	1 Year
Review term:	Autumn Term
Reviewed by:	Assistant Head Teacher
Approved by:	Head Teacher

First approved:	Summer Term 2013
Last approved:	Autumn Term 2018
Next review:	Autumn Term 2019

A copy of this policy and other related policies can be obtained from the School Office.