

ST. EDWARD'S SCHOOL

ANTI- BULLYING POLICY

The Trustees expect all members of the school to behave in a manner that will enable the school to operate in an efficient and cooperative way for the good of all its pupils and staff.

Bullying will not be tolerated and will be dealt with in accordance with procedures set out in the school implementation statements.

THIS DOCUMENT provides a framework for the creation of a happy, secure and orderly environment in which pupils can learn and develop as caring and responsible people.

It is written for the benefit of all members of the school community, to allow each one to understand the policy of the school and to apply it consistently and fairly. This document also has regard to the DCSF guidance *Safe to Learn: embedding anti-bullying work in schools* (nb – The DCFS has now been replaced by the Department for Education)

IMPLEMENTATION AND PROCEDURES

Definition of Bullying.

Bullying is :

- ***'Behaviour by an individual, or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally'*** (DCSF)

The following list outlines the main forms that bullying may take. It is not necessarily exhaustive;

- Emotional being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Physical pushing, kicking, hitting, punching or any use of violence
- Racial Racial taunts, graffiti, gestures
- Cultural comments or acts designed to be hurtful
- Religious comments or acts designed to be hurtful
- Sexual unwanted physical contact or sexually abusive comments
- Sexist making purposefully derogatory comments designed to insult
- Homophobic because of, or focusing on the issue of sexuality
- Disability comments or acts designed to be hurtful or clearly discriminatory whether directed at those with mental, physical, emotional disabilities or at those with other special educational needs
- Verbal name-calling, sarcasm, spreading rumours, teasing
- Cyber all areas of internet, such as email, social websites & internet chat room misuse,
mobile threats by text messaging & calls,
misuse of associated technology, i.e. camera & video facilities

It is not bullying when:

- There is no intention to hurt or harm i.e. behaviour is thoughtless or accidental
- There is a one-off fight/argument between pupils of equal stature or strength
- There is a good reason why others cannot be included in a group activity
- A pupil is called a nickname with which they are happy

Seriousness of bullying

Bullying is a serious matter, potentially causing psychological damage and even suicide. Although bullying itself is not a specific criminal offence, there are criminal laws which apply to harassment and threatening behaviour.

Ethos of the School:

Our School Motto is 'Dare to do your Best. Everyone connected with St. Edward's School accepts responsibility for each member's welfare and happiness. All staff, whatever their role in school, believe it is their responsibility to prevent its occurrence and to take immediate steps to deal with it should evidence of bullying be found.

We try to prevent bullying by:

- promoting the 'telling' atmosphere
- being vigilant in our supervision of difficult areas of the school, being on duty, and in our classrooms in good time for the children;
- reminding the children frequently about the behaviour that is expected;
- stressing that all the children should be friendly and support each other;
- using information gathered from reported incidents as pointers to improvements that can be made within school's general organisation;
- conscious teaching of social skills through role play, drama, literature, etc.
- role-play - for all pupils to cope with bullies or bully placed in situation to appreciate the feelings of the victim;
- building the confidence of children by valuing them and their work as individuals;
- using Assemblies, RE and PSHE lessons, projects, drama, stories, literature, historical events and current affairs to promote values, differences, beliefs and moral issues;
- Teachers offering a positive role model refraining from name calling, teasing, sarcasm, etc.;
- ensuring clear communications between all members of staff regarding the behaviour of the children throughout the day in varying situations;
- recording all incidents concisely and consistently;
- supportive procedures for dealing effectively with individual complaints from parents;
- clear communications with parents especially when trying to work together to improve behaviour;
- watching for signs of unhappiness, distress or change of character in the children.

Where bullying occurs in school and on school trips, etc, the policy will be applied. If bullying takes place out of school, but there is a school connection, eg. both are students, the school will, if it is within their powers, take action (**2006 EDUCATION AND INSPECTION ACT, SECTION 89.5.**) If bullying takes place out of school and there is no school connection, the policy cannot be invoked but the school may offer support.

Raising awareness

We aim to raise awareness of bullying using educational elements such as Personal, Social and Health Education, assemblies, projects, drama, stories, literature, historical events and current affairs.

Raising staff awareness

We aim to raise staff awareness of bullying and anti-bullying strategies through INSET and via our pastoral structure. The staffroom meets twice a week where pastoral staff relay concerns or information. Once a week, pastoral staff meet with the Headmaster and Deputy Headmaster to discuss events of the week. More informal, ad hoc meetings take place through the week as and when they are required. Action is taken when discussion uncovers structural issues; for instance if an area of the school is identified as a location for bullying, staff will be deployed there at suitable times.

PROCEDURES FOR DEALING WITH BULLYING.

Listen to the child - take action.

All staff - if you witness / are called to an incident of bullying

1. Keep calm and make the situation safe; The main priority for staff is the welfare of the child
2. Call in Senior Staff if necessary;
3. Take the incident seriously;
4. Reassure the victim - do not make him / her feel foolish or inadequate;
5. Report incident on the same day to the Head of Section who will liaise with the Deputy Headmaster;
6. Never bully the Bully as this gives credibility to the behaviour;
7. Write up an account of what happened on an Incident Form and forward to Head of Section.

If bullying is reported to you:

1. Take the report seriously - assure victim / reporter it will be dealt with confidentially;
2. Make notes of the victims comments;
3. Reassure the victim that 'telling' was the right thing to do, the bully is at fault not the victim;
4. Report the incident to the Head of Section to discuss further with the Deputy Headmaster;
5. Make provision to follow up detection and reporting of incidents so victim is supported and bully deterred;
6. Write up an account of what has happened on an Incident Form and forward to Head of Section.
7. A centralized register has been created and this enables Heads of Section and the SMT to discover where and why any such incidents occur.

Action the school will take;

1. It will never ignore suspected bullying. All allegations of bullying will be investigated fully by an appropriate member of staff.
2. Parents will be kept informed.

3. Depending on what is found, and in what context, the action taken is likely to differ. There are many possible approaches that might be used. These could include mediation between both parties if appropriate, through to sanctions for the bully. Sanctions will follow the guidelines in the Behaviour Policy.
4. Support will be given to both the victim and the bully.
5. The school will keep on checking with the affected parties to see whether the bullying has continued or stopped. If it has not stopped, further investigation and intervention will take place.
6. Bullying can lead to suspension and indeed expulsion if the bully does not change their behaviour.

Associated documents:

1. Student Planner – The Twelve Classroom Rules; Behaviour; Property; Detentions etc.
2. New Entrants Information Booklet for Parents pp.20-25: School Rules
3. Staff Handbook Section A pp.A.12-A17: Pupil Standards and Codes of Behaviour
4. Drugs (including Alcohol and Tobacco) Policy, p.B.12
5. Complaints Policy, p.B.11
6. Conditions of Acceptance for Entry into Saint Edward’s School
7. Behaviour Policy

Updated	November 2011
By whom	Headmaster & Deputy Headmaster, Designated Trustee
To be Reviewed	Annually
Endorsed by	Trustees’ Board