



'Students achieving their full potential as active thinkers and self-motivated, life-long learners within a supportive environment'

## **ANTI BULLYING POLICY**

### **RATIONALE**

An environment will be created where all members of the school community feel safe, respected and valued, and where bullying cannot flourish.

### **DEFINITION OF BULLYING**

Bullying is behaviour by an individual or group, repeated over time, that hurts another individual or group either physically or emotionally. It can be motivated by actual differences or perceived differences and it can take many forms, including:

- Cyber-bullying via text messages or the internet.

Bullying can be:

- Physical, e.g. physically punching, kicking, hitting, spitting at another person.
- Verbal, e.g. name-calling and/or offensive, discriminatory verbal abuse.
- Exclusion, e.g. deliberately excluding a person or encouraging another person to exclude a person from discussions/activities.
- Damage to Property or Theft, e.g. deliberately damaging someone's or taking personal belongings. Physical or verbal threats might be used to force the person to hand over their property.
- Face-to face or remote, e.g. via the internet or a text.
- By someone known to the recipient or an unknown protagonist, e.g. an anonymous email.
- Cyber - online
- Extortion - blackmail, making threats; e.g. making people give them items

**There are five identifying features of bullying.**

- It is deliberate, hurtful behaviour.
- It is often repeated over a period of time.
- It is often difficult for those being bullied to defend themselves.
- It is difficult for those who bully to learn new social behaviours.
- The bully has, and exercises, power over the victim.

**All forms can be damaging to the victim.**

## **DEFINITION OF CYBER-BULLYING**

Cyber-bullying involves:

- Actions that use information and communication technologies to support repeated behaviours by an individual or group, that harm another or others.
- The use of communication technologies that harms another person.
- The use of internet services and mobile technologies, such as web pages and discussion groups, as well as instant messaging or SMS text messaging that harms another person.

Examples of cyber-bullying include communications that intimidate, control, manipulate, put down, falsely discredit, or humiliate the recipient. A cyber-bully may be a person whom the recipient knows or an online stranger. A cyber-bully may be anonymous and may solicit involvement of other people online who do not know the target.

## **GUIDELINES/PROCEDURES**

These guidelines will provide a comprehensive, universally understood definition of bullying behaviour and outline strategies for all members of the school community to combat social, emotional, and physical and all other forms of intimidation.

## **PROACTIVE ACTION**

Cambridge English School is a safe environment where any form of negative judgment is opposed. All students have an equal and fair chance to thrive and learn in an atmosphere of respect and dignity. We actively seek to prevent bullying by

### **1. PREVENTING, IDENTIFYING AND RESPONDING TO BULLYING**

We will:

- Work with staff to identify all forms of prejudice-driven bullying.
- Actively provide systematic opportunities to develop pupils' social and emotional skills, including their resilience.
- Consider all opportunities for addressing bullying including through the curriculum, through displays and through peer support.
- Train all staff to identify bullying and follow school policy and procedures on bullying.
- Actively create "safe spaces" for vulnerable children and young people.
- Promoting a clear anti-bullying message through assemblies, School policies and the Code of Conduct. Immediately challenging any students whose attitude and behaviour contravenes the Anti-Bullying Policy.
- Making personal safety the focus of assemblies and PHSE so that students are able to assess and manage risk appropriately and keep themselves safe. This includes discussing the damaging effects of cyber-bullying.

## **2. INVOLVEMENT OF PUPILS / STUDENTS**

We will:

- Canvas children and young people's views on the extent and nature of bullying.
- Ensure students know how to express worries and anxieties about bullying.
- Ensure all students are aware of the range of sanctions which may be applied against those engaging in bullying.
- Offer support to students who have been bullied.
- Work with students who have been bullying in order to address the problems they have.
- Involving children in developing their understanding of bullying and the consequences through an 'annual anti bullying week' and regular PHSE lessons.
- Making students' role in preventing bullying clear, including when they find themselves as bystanders and encouraging them to report any bullying they may be witness too
- Requiring students to use digital technology safely and responsibly, including not using ICT to bully or harass others. We also advise parents to monitor their child's internet access and to install appropriate software.
- Using the Student Council as a forum to listen to students' views about behaviour and bullying and responding to, and acting on, their feedback.

## **3. LIAISON WITH PARENTS AND CAREGIVERS**

We will:

- Ensure that parents/caregivers know whom to contact if they are worried about bullying.
- Ensure parents know about our complaints procedure and how to use it effectively.
- Work with parents and the local community to address issues beyond the school gates that give rise to bullying.

## **4. IF BULLYING IS REPORTED OR SUSPECTED**

We will:

- Investigate the situation thoroughly, talking to all students involved as well as bystanders.
- Where possible have students write down their version of events.
- Document the investigations.
- Involve the parents at an early stage to ensure that they work with the school, to ensure that the bullying desists.
- Decide with the Head of Section what the consequences will be
- Ensure that both the bullied student and the bully are given ongoing counseling by the school Social Worker.

## **5. LINKS WITH OTHER SCHOOL POLICIES AND PRACTICES**

This Policy links with a number of other school policies, practices and action plans including:

- Complaints Policy
- Behaviour Policy

## **6. MONITORING & REVIEW, POLICY INTO PRACTICE**

We will review this Policy yearly or as well as if incidents occur that suggest the need for review.

## **ROLES AND RESPONSIBILITIES STAFF:**

It is the collective responsibility of all staff members to:

- Report any concerns about incidents which could affect the health or wellbeing of anyone in the school to the Principal, Deputy and/or Head of Section, Social Worker and/or Head of Pastoral Care.
- Encourage and promote anti-bullying directly or indirectly through all school wide communication, such as assemblies, letters to parents and school events
- Listen to any child or parent that has any concerns including those related to bullying incidents
- Follow the procedures outlined in this policy when dealing with any suspected incidents of bullying

## **7. SENIOR LEADERSHIP TEAM**

It is the responsibility of the Senior Leadership Team to:

- Ensure that the anti-bullying policy is implemented in school and shared with all staff, parents and students
- Promote anti-bullying in various ways, e.g. through assemblies, through conversations with children and through display work
- Support staff in dealing with bullying incidents and meet with parents as necessary to support the actions of staff members
- Keep accurate records of all bullying incidents

## **8. PARENTS**

The parents will:

- Raise any concerns that they may have with their child's class teacher, Social Worker, Head of Pastoral Care and/or Deputy/Head of Section.
- Support the actions of the school when carrying out investigations/dealing with any incidents
- Promote the anti-bullying work that the school does by sharing in conversations about this at home

## **9. CHILDREN**

The children will:

- Treat others with courtesy and respect at all times
- Not bully another person in any way
- Respect the differences between themselves and others
- Talk to an adult immediately if they are worried about

## **10. CONSEQUENCES FOR STUDENTS FOUND TO BE BULLYING OTHERS**

We will follow the Behaviour Management procedures sent out for each Section (see Appendix 1). However because bullying is considered a serious offence, the consequences will be that the student will be Referred to Senior Leadership Team, a parent conference called and consequences discussed. The student will be placed on the 'At Risk Register' and parents will be informed that repeated offences will be treated more severely and this will effect re-registration for next academic year.

## **11. SAFEGUARDING**

A bullying incident is addressed as a child protection concern when there is 'reasonable cause to suspect that a child is suffering or is likely to suffer, significant harm' When this is the case the Child Protection Officer will follow the procedures outlined in the Child Protection Policy.

## **12. BULLYING INCIDENTS OUTSIDE THE SCHOOL**

Where bullying outside the school is reported to staff, it is investigated and appropriate action taken. If the behaviour is criminal or poses a serious threat to a member of the public, the Principal or Designated Lead Child Protection Lead will inform the Head of Administration whom will advise on appropriate action,

This Policy only works if it ensures that the whole school community understands that bullying is not tolerated and understands the steps that will be taken to both prevent and respond to bullying. All Senior Leaders, Teaching and Non-Teaching staff to be aware of this policy and implement it accordingly. The Principal to communicate the policy to the school community. Pupils to abide by the policy.

**The Head of Administration will be informed of all incidents of bullying for advice and appropriate action to be taken.**

**Date ratified by SLT: February 2018**

**PRINCIPAL:**

*Bruce Arken*

**NEXT REVIEW DATE: February 2019**

## Appendix 1

