Anti-Bullying Policy

This policy applies to all sections of the School

Introduction

At Kirkstone House we are committed to providing a caring, friendly and safe environment for all of our pupils so that they can learn in a secure atmosphere. Bullying of any kind is unacceptable and will not be tolerated. Bullying is anti-social behaviour and affects everyone. If bullying does occur, all pupils must feel able to report it and know that incidents will be dealt with promptly and efficiently. We are a TELLING school which means that anyone who knows that bullying is happening is expected to tell staff. Our pupils are made aware that bullying is serious and can cause psychological damage. They also understand that there are criminal laws which apply to harassment and threatening behaviour.

We also believe that bullying can be prevented by the positive promotion of good behaviour and care for others. Our Anti-bullying Policy promotes our positive practices in school which reinforce the school's aims and ethos.

Scope

This policy applies to all pupils and staff at the School irrespective of their age and whether or not the pupil is in the care of the School when/if bullying behaviour occurs.
The policy applies to all pupils at the School and at all times when a pupil is:
- in or at School;
- representing the School or wearing school uniform;
- travelling to or from School;
- on School-organised trips; or
- associated with the School at any time.

This policy shall also apply to pupils at all times and places in circumstances where failing to apply this policy may:

- affect the health, safety or well being of a member of the School community or a member of the public;
- have repercussions for the orderly running of the School; or
- bring the School into disrepute.

The policy is written according to guidelines laid down in the document: DfE Guidance: Preventing and Tackling Bullying (July 2017) and will be reviewed against any new government guidance issued from time to time. This policy also has regard to the guidance: Keeping Children Safe in Education (September 2022) , Working together to Safeguard Children 2018 (DfE, February 2019), Information sharing advice for safeguarding practitioners (DfE, July 2018), Searching, screening and confiscation: advice for schools (DfE, January 2018),relationships Education, relationships and sex education and health education guidance, (dfE, June 2019) Advice and guidance : How can we stop prejudice based bullying in schools (Equality and Human Rights Commission) and the advice Sexual violence and Sexual harassment between children in schools and colleges (May 2018).

Additional Advisory Materials for Parents and Staff

The DfE has also published the following advice notes to supplement Preventing and tackling bullying (July 2017):

Cyber Bullying: Advice for Head Teachers and School Staff
Advice for Parents and Carers on Cyberbullying

These can be found on the Government website at:

https://www.gov.uk/government/publications/preventing-and-tackling-bullying

The following websites provide a source of information and advice:

NSPCC Anti-Bullying Alliance
Changing Faces
Stonewall/Acceptance without exception
Show Racism the Red card
Anne Frank Trust
Thinkuknow
Childnet International
Digizen
Equality and Human Rights Commission: Advice and Guidance: How we can stop prejudice based bullying in schools.

Aims and Objectives

The School aims to produce a safe and secure environment where all can learn without anxiety. Bullying is wrong and damages children. The School therefore does all it can to prevent it, by developing a School ethos in which bullying is regarded as unacceptable.

The School is actively committed to promoting and safeguarding the welfare of all of its pupils. This policy aims to produce a consistent response to any bullying incident that may occur and to comply with the School's duties under the Equality Act 2010.

We aim to make all those connected with the School aware of its opposition to bullying and we make clear each person's responsibilities with regard to the prevention of bullying in School. The School also aims to help create a culture of safety, equality and protection.

We aim:

- to increase awareness and to encourage pupils to report concerns regarding bullying;
- to provide protection, support and reassurance for victims;
- to develop the self confidence and self esteem of all pupils;
- to develop an effective range of emotional 'self defence' skills for all pupils;
- to promote an anti-bullying ethos amongst the whole school community;
- to ensure that all members of the school community and parents know and understand what the school policy on bullying is and what they should do if any bullying arises;
- to provide support and help for the bully.

What is Bullying?

Definition and Criteria of Bullying

It is a regrettable feature of the modern world that bullies can be found in many areas of life. Bullying is not confined to any particular gender, age, ethnicity or occupation. In schools in the UK, bullying is thought to affect many thousands of pupils. Bullying can cause profound unhappiness, psychological damage and even suicide.

Although bullying is not a specific offence, there are criminal laws which apply to harassment and threatening behaviour. A person who makes a physical or sexual assault on another, or who steals or causes damage to property of another, commits a criminal offence ad also a civil wrong known as 'tort' for both of which there can be legal consequences outside the School. Certain acts of voyeurism e.g. **upskirting** which typically involves taking a picture under a person's clothing without them knowing, with the intention of viewing parts of their body or clothing not otherwise visible to obtain sexual gratification, or cause the victim humiliation, distress or alarm, are criminal offences. Misuse of electronic communications could also be a criminal offence, for example it is an offence to send an electronic communication (such as a text message or e-mail) to another person with the intent to cause distress or anxiety.

Criminal Law

We are mindful of the fact that whilst bullying itself is not a specific criminal offence in the UK, it is important to bear in mind that some types of harassing, threatening behaviour or communications could be a criminal offence, for example under the Protection from Harassment Act 1997, the malicious Communications Act 1988, the Communications Act 2003 and the Public Order Act 1986.

If we feel that an offence may have been committed, we will seek assistance from the Police. For example, under the Malicious Communication Act 1988, it is an offence for a person to send an electronic communication to another person which conveys a message which is indecent or grossly offensive, a threat, or information which is false and known or believed to be false by the sender.

There are various definitions of bullying, but most have 3 things in common:

- It is deliberately hurtful behaviour;
- It is repeated over time; and
- there is an imbalance of power which makes it hard for those being bullied to defend themselves.

The definition for bullying from the Diana Award is: 'Bullying is repeated negative behaviour that is intended to make others feel upset, uncomfortable or unsafe. It can be physical, verbal, indirect or cyberbullying. It may take the form of abuse of person or property, verbal criticism, teasing or taunting, psychological pressure or sexual harassment and be: Bullying is behaviour which harasses, humiliates, intimidates, or oppresses other people. It may take the form of abuse of person or property; verbal criticism; teasing or taunting; psychological pressure or sexual harassment and can be:

racist or regarding someone's belief, religion or culture;

- sexual harassment-unwanted conduct of a sexual nature that can occur online and offline;
- sexual talking or touching someone in a sexually inappropriate way;
- sexist related to a person's sex or gender reassignment;
- related to a person's sexual orientation (homophobic);
- related to pregnancy or maternity;
- related to a person's disability, special educational needs, learning difficulty, health or appearance;
- related to a person's home circumstances;
- related to a person's intellectual or other abilities or lack of;
- cyber bullying that takes place using technology.

Sometimes unkind behaviour is just thoughtless, or is not deliberate or intended to hurt. Some individuals see their hurtful conduct as 'teasing' or a 'game' or 'for the good of' the other person. It can sometimes hurt to be different, or to be made to feel different. These forms of behaviour are equally unacceptable but may not be malicious and can often be corrected quickly with advice and without disciplinary sanctions. If left unchallenged or dismissed, low level disruptive behaviour over a prolonged period of time such as 'banter' or 'horseplay' can have a wearing and significant impact on targeted individuals exposed to such behaviour.

Examples of physical bullying may include:
Hitting, kicking, pushing people around, spitting, fighting, or taking, hiding someone else's belongings or clothes; setting up someone else to get the blame for a breach of school rules; or so-called initiation ceremonies.

Bullying may be general unkindness such as spreading rumours, or writing unkind notes, mobile phone texts or e-mails, social media posts.

Examples of psychological bullying may include: name calling, taunting, teasing, insulting or demanding money, excluding someone from a group, activity or place; aggressive name-calling; unpleasant e-mails or telephone calls or unpleasant material placed on websites; social media sites; racism; negative remarks about appearance; abilities; nationality; religion; disability; gender (e.g. male chauvinism) or sexuality (homophobia).

Bullying may be of a harmful sexual nature which includes: sexual harassment: and sexual violence : unwanted conduct of a sexual nature that can occur online or offline. It can include although is not limited to:

- sexual comments, such as telling sexual stories, making lewd comments, making sexual remarks about clothes and appearance and calling someone sexualised names;
- sexual jokes and taunting;
- physical behaviour such as deliberately brushing against someone, interfering with their clothes; displaying pictures, photos or drawings of a sexual nature;
- online sexual harassment which may include: non-consensual sharing of sexual images and videos (sexting); inappropriate sexual comments on social media; exploitation; coercion and threats., upskirting.

Instances of sexual harassment will be investigated to ensure that they are not part of a wider pattern of sexual harassment and / or sexual violence.

Bullying may be sexual violence which includes sexual offences under the Sexual Offences Act 2003, specifically rape, assault by penetration and sexual assault.

The School limits provision and availability of IT hardware and limits electronic devices by pupils to help safeguard them. Staff are vigilant around the school site.

Cyberbullying continues to cause concern. Cyberbullying is bullying that takes place using technology, particularly mobile phones and the internet, social media or gaming sites. Cyberbullying is particularly pernicious as it can occur 24 hours a day, 7 days a week and can affect the victim in his/her home or wherever a mobile device is accessed. An incident of cyberbullying will be dealt with in accordance with the procedures in this policy. See appendix to this policy for guidance for pupils about cyberbullying. The School works closely with parents and pupils to help them understand the implications of inappropriate and or unacceptable use of ICT and to teach positive use of technology (see also the School's Acceptable Use of ICT Policy for Pupils).

Any behaviour which a reasonable bystander would say was calculated or intended to hurt or upset the victim is wrong and may well constitute bullying. Bullying behaviour will not be dismissed as being normal between young people, as 'banter' or simply part of growing up. It is no justification that the bully says or believes that the victim is not upset or hurt by the bully's actions or words, or that the victim needs 'toughening up', 'taking down a peg or two' or 'to be taught a lesson'. Sanctions of any kind against a pupil are the responsibility of the staff and not of other pupils.

Bullying causes fear and distress for the victim and may distract him or her from school work. It often affects other children who witness bullying. It may damage the atmosphere of a class and the ethos of the School.

Some behaviour by a pupil towards others may be of such a nature that safeguarding concerns are raised. Such behaviour may include bullying (including cyber-bullying and prejudice based bullying), causing physical harm, initiation/hazing type violence and rituals, sexting or any form of sexual harassment or violence.

The School's policy and procedures with regard to peer on peer / child on child abuse are set out in the School's Safeguarding policy. Concerns about a pupil's welfare because they are the victim or perpetrator of bullying behaviour must be reported in accordance with the School's Safeguarding Policy and appropriate action taken, taking into account the Peterborough Safeguarding Children's Board threshold document. The School will always treat a bullying incident as giving rise to a child protection concern when there is reasonable cause to believe that a child is suffering or likely to suffer significant harm.

Prevention of Bullying

The School wishes to enhance pupils' self-esteem and to provide a secure and caring environment in which bullying is neither; ignored, condoned or tolerated. All members of the School including staff, parents and pupils must demonstrate that they believe that any form of bullying is unacceptable and set an example which reflects that view.

It is everyone's responsibility to ensure, whatever the circumstances that no one becomes a victim of bullying because of their age, physical appearance, nationality, colour, sex, sexual orientation, gender reassignment, religion or belief, culture or learning difficulty, disability, home circumstances, or because they are new to the School, appears to be uncertain or has no friends. They may also be a target because of an irrational decision by a bully.

All members of the School should help to create an atmosphere in which bullying will be spoken of openly, taken seriously and responded to with appropriate action. A pupil who is being bullied should tell his / her parents and preferably:

- In Lower School Mrs Ramsay / Mr Wingrove or an LSA or another member of staff
- In Senior School their Head of Pastoral Care, Form Tutor, LSA or another member of staff

However, it is important that any cases of bullying are reported to someone to whom the victim feels able to talk and a report may accordingly be made to any member of staff. The School wants to help and has many years' experience of doing so.

The Proprietor has overall responsibility for promoting and safeguarding the welfare of pupils at the School, ensuring those in leadership and management positions actively promote pupil well-being. This includes providing that appropriate values, policies and procedures are in place and implemented effectively to:

- minimise the risk of bullying at the School so that pupils feel safe and secure;
- intervene early in low-level disruption to prevent negative behaviours escalating;
- deal swiftly with allegations of bullying so that pupils and staff feel confident that all incidents will be dealt with appropriately; and
- consider incidences of sexual harassment in broad terms so that it is challenged in order to prevent the normalisation of behaviours which can provide an environment that may lead to sexual violence.

In particular the School expects all its members to:

- uphold the School's rules and values;
- report an incident of bullying in accordance with the terms of this policy;
- ensure that a complaint of bullying will always be taken seriously;
- ensure that no one will tolerate unkind actions or remarks or stand by when someone is being bullied;
- value on another and treat each other with respect and sensitivity;
- think carefully before speaking / acting in ways which might cause argument, distress or embarrassment;
- respect differences and variety (of origin; appearance; personality; and interests) remembering that everyone has both rights and duties;
- realise that sometimes what may seem fun to some (especially a group) may seem much more threatening to others, especially the individual;
- work together to create a School in which people live harmoniously;
- help protect and support those who are unhappy or vulnerable;
- make a stand against those who ignore or resist these aims.

All of the above apply to interaction in person and in cyberspace (through the use of any or all forms of technology.)

Prevention of bullying is important and the school aims to be pro-active in this respect. School rules are discussed regularly in Form Time and emphasis is placed on pupils being members of a community. Rules about conduct in class are agreed by the Tutor Group and opportunities are provided throughout the curriculum for pupils to develop their tolerance and values. We promote a listening environment in which all pupils feel safe and know that they can be heard.

Bullying is a theme that is addressed in PSHE and in assemblies in both Senior and Lower School. School undertake Anti Bullying Awareness Week every year.

There are many opportunities for pupils of all ages and abilities to work together: reading buddies; hospitality team; technical crew; the House system for example. Pupils know each other well and difference is celebrated. Links with a school for disabled children also enable pupils to appreciate diversity and to see strengths in others.

In practical terms, the school environment is reviewed annually and safe play and recreational areas are identified.

The school has excellent relationships with Local Community Police Officers who talk to pupils in school about harassment and bullying.

The School's ethos promotes good behaviour where pupils treat one another and staff with respect. Expectations regarding positive behaviour are understood by all and older Prefects act as role models to younger pupils. Part of the School's culture is its regular celebration of all kinds of success and personal achievement.

We always wish to enhance pupils' self-esteem and we provide an environment which is secure and caring. Bullying is never ignored, condoned or tolerated. We work to create an atmosphere in which bullying will be spoken of openly, taken seriously and responded to with appropriate action.

In every year group, discriminatory and offensive words and behaviour are treated as unacceptable; positive attitudes are fostered towards people with any protected characteristic including those who are disabled and towards ethnic, religious, cultural and linguistic groups within and outside School and positive attitudes are fostered towards gender and sexuality differences through the curriculum and Form Time.

Through their training and experience, members of staff and volunteers are expected to promote an anti-bullying culture by:

- celebrating achievement;
- anticipating problems and providing support;
- adopting a pro-active interactive approach to bullying by gathering intelligence about issues between pupils which might provoke conflict and developing strategies to prevent bullying happening in the first place;
- disciplining perpetrators fairly, consistently and reasonably, taking into account the motivations and any underlying safety concerns of the perpetrator and providing support as appropriate;
- making opportunities to listen to pupils;
- acting as advocates of pupils.

Members of staff and volunteers are vigilant at all times but particularly:

- at the start and end of the day when pupils arrive and leave the site;
- before lessons;
- in periods of transition between lessons;
- in corridors;
- in the playground at breaks; on school trips.

Staff awareness is raised through discussion in staff meetings and strategies put in place for action to be taken to reduce the risk of bullying at times and in places where it is most likely to occur. The result of these meetings is to feedback information about friendship patterns, particular incidents, any pupil who seems isolated, any growing 'power base' and known conflict between pupils so that strategies can be developed to prevent bullying.

Appropriate training in all aspects of care is arranged for staff to ensure that they have the necessary professional skills to identify the risks and indications of child abuse and bullying and to deal with cases or potential cases that are detected.

The School will take active measures to promote an anti-bullying culture and the message to parents that bullying will not be tolerated in School. This is achieved through Form Time, PSHE, Assemblies, Social Skills groups and news letters.

Reporting Bullying Complaints

Why incidents may not be reported:
There are many reasons why a pupil who has suffered bullying may be reluctant to report it. They may become demoralised and may think, for example:

- it is telling tales;
- they won't believe me because the person I am complaining about is popular and I am not, and I will become even more unpopular;
- the things they are saying and doing are too embarrassing to discuss with an adult;
- it is all my fault anyway for being overweight / too studious etc.
- there are too many of them; there is nothing staff can do;
- it will get back to my parents and they will think less of me;
- I will just toughen up and grow a thicker skin; it will only make things worse;
- I will just lie low and not draw attention to myself;
- This is a normal part of growing up and going to school.

There are also reasons why a pupil who has witnessed or learned of bullying behaviour may not want to report it. They may think:
- It is 'grassing' and I will become unpopular;
- It is not my concern anyway;
- I don't like the victim and I would find it embarrassing to be associated with them.

Any of these responses would be contrary to our culture at the School. When we implement this policy we encourage every pupil (and their parents) to understand that:

every complaint of bullying will be taken seriously;

- members of staff and volunteers will deal with a complaint correctly and effectively in accordance with their experience and the training they have received;
- there is a solution to nearly every problem of bullying;
- a pupil who complains will receive support and advice and in many cases the problem can be dealt with on a no-names basis;
- the primary aim will be for the bullying to cease, not the punishment of the bully unless this is necessary;
- we will support the bully so that we can address the causes of bullying.

Assessment of concerns:

The Form Tutor will normally see the victim and (unless the case is very serious) any witnesses without delay and form an initial view of the allegation. The assessment will consider:

- the nature of the incident(s) physical? Sexual? Verbal? Exclusionary? etc
- is it a 'one off' incident involving an individual or group?
- Is it part of a pattern of behaviour by an individual or group;
- Has physical injury been caused?
- Who should be informed? Head? Parents? DSL? Children's Social care? The Police?
- Can the alleged bully be questioned without disclosing the victim's identity?
- What is the likely outcome if the allegation proves to be correct?

Initial Complaint:

Any member of staff who learns of alleged bullying should first respond quickly and sensitively by offering advice, support and reassurance to the alleged victim. The member of staff should:

- listen carefully and keep an open mind;
- not ask leading questions;
- reassure the pupil but not give a guarantee of confidentiality;
- record on CPOMS and pass to the Head of Pastoral Care.

If the incident is not too serious, possible outcomes may be that there has been a misunderstanding which can be explained sympathetically to the alleged victim with advice to the alleged bully, or the complaint justified in whole or in part and further action will be needed. In more serious cases of bullying, the Form Tutor should report the matter to the Head of Pastoral Care.

In a case in which a serious criminal offence is suspected, the matter should be referred to the Headteacher. Records will be kept in the Anti-Bullying File including those where allegations are not substantiated.

If the alleged bullying raises a safeguarding concern, the matter should be reported in accordance with the School's Safeguarding Policy before any further investigation is carried out.

In the case of bullying potentially involving harmful sexual behaviours, staff will follow guidance set out in Part 5 of KCSIE (September 2022). Where bullying allegedly involves

youth produced sexual imagery, staff will not view or forward sexual imagery reported to them and will follow the School's policy on sexting as set out in the Safeguarding Policy.

Responsibilities of Pupils

Pupils themselves are encouraged to take responsibility for creating and maintaining a safe and tolerant community for all. They all know that they have a duty to report bullying of any kind. Tolerance and respect is a common theme in Assemblies and pupils understand what constitutes bullying behaviour and what they must do about it. Form Tutors are easily accessible and the Pastoral Office provides a safe place for pupils to express any concern they may have.

Year 11 prefects maintain a presence in Senior School and they know to report any suspicion of bullying behaviour.

Older pupils are encouraged to support younger pupils through the House System and through cover during wet breaks.

Pupils have a responsibility to use social media wisely and not to engage in cyber-bullying. Pupils understand that cyber-bullying is totally unacceptable and that sanctions will be imposed even if it is done out of school. Pupils also understand that cyber-bullying may be reported to external agencies such as the Police and Children's Social Care.

Implementation of the Policy

Awareness of this policy is promoted through appropriate staff training to ensure the principles of the policy are understood, legal responsibilities in line with the Equality Act 2010 are known and guidance is given to help staff in relevant roles prevent and resolve problems.

The School ensures that regular guidance and training are arranged as appropriate on induction and at regular intervals thereafter to ensure that staff and volunteers in relevant roles understand what is expected of them by this policy and have the necessary knowledge and skills to carry out their roles especially:
- having an awareness of the groups who may be vulnerable to bullying;
- awareness of risk and indications of bullying; and how to deal with cases;
- counselling skills (including bereavement) and
- awareness of the risks of peer on peer / child on child abuse including sexual violence and sexual harassment and how bullying behaviour may give rise to safeguarding concerns.

Whole Staff Responsibilities

All staff are expected to take any form of bullying seriously and to deal with it in accordance with school procedures. This forms part of staff duties in respect of Safeguarding and the promotion of the well being of pupils. Staff are expected to:

- be alert to the possibility of bullying including on-line bullying; and to avoid a 'it doesn't happen' here approach;
- implement established, clear procedures and make referrals to confront bullying in any form;

- report any incident of bullying to the Form Tutor, Head of Pastoral Care or Headteacher as appropriate and record on CPOMS;
- promote the school ethos which emphasises care and respect for others;
- seek and provide opportunities for pupils to develop good self -esteem and to respect for diversity and difference;
- promote the idea of being a member of a community;
- promote the use of a range of learning strategies which challenge bullying behaviour;
- deliver the Anti-bullying message through Annual Awareness Week, Tutor Time and through the programme of PSHE;
- ensure that the Code of Conduct and Behaviour Policy is consistently implemented;
- take opportunities to use lessons to explore differences between people such as projects, drama, literature, art discussion to emphasise the importance of avoiding prejudice based language;
- implement disciplinary sanctions which reflect the seriousness of an incident and convey a deterrent effect.

The Head of Pastoral Care (who is also the DSL) will:

- liaise with Headteacher on all matters relating to serious bullying including cyber-bullying;
- record all incidents of bullying on a pupil's record and in the Serious Incidents Book;
- interview all pupils involved when necessary and listen to all sides;
- inform parents of bullying incidents and invite them into school when appropriate;
- inform staff of all incidents of bullying;
- liaise effectively with Form Tutors in order to promote the school's code of conduct;
- ensure that the Anti-bullying Policy is displayed in classrooms and that pupils know who to tell if they are being bullied;
- work with the Pupil Leadership Team in order to develop peer mentoring and buddying;
- ensure that the induction of new pupils ensures awareness of the school's procedures in relation to bullying and cyber-bullying;
- review class lists regularly and work with Form Tutors to set groups in a sensitive way which is mindful of bullying incident;
- interview all pupils who are involved in bullying of any kind;
- meet with or make contact with parents of pupils who have bullied or have been a victim of bullying;
- implement the school's policy on rewards and sanctions in respect of bullying; (This may include suspension or exclusion from school);
- make recommendations for further support for the bully and victim;
- promote an open management style which facilitates communication and consultation within school and relevant outside agencies as appropriate;
- review the Anti-bullying Policy on an annual basis in consultation with staff ;
- raise awareness of Anti-bullying week;
- ensure that the curriculum supports the school's anti-bullying ethos;
- ensure that procedures which deal with bullying are clear;
- operate in line with the School's Safeguarding Policy if there are safeguarding concerns that a child suffering or is at risk of suffering significant harm.

Parental Communication

In cases of bullying including cyber-bullying, the event will be recorded in the Serious Incidents Book and parents will be informed. The School will keep parents informed if and when it may be dealing with a significant bullying situation (including on-line safety issues). Parents are asked to let the School know immediately if they have cause for concern either on behalf of their own children or because of rumours about incidents involving others. The School always tries to handle information discretely and while it has obligations to follow up such matters, it does not do so without considering appropriate consultation. It is much easier to manage problems or potential problems at an early stage.

The Form Tutor is always informed about bullying incidents and will monitor the behaviour of the culprit and provide support for the victim on a daily basis.

Action

Once investigated, and when a complaint of bullying behaviour is upheld, every effort will be made to resolve the problem through action including one or more of the following:
   (a) consideration as to whether the bullying incident should be addressed as a safeguarding concern and if so, the School's Safeguarding Policy will be followed.
   (b) counselling of all appropriate parties.
   (c) advice and support for the victim and, where appropriate, establishing a course of action to help the victim, including support from our counsellor or from external services such as CAMHS.
   (d) advice and support for the bully in trying to change his/her behaviour. This may include clear instructions and a warning or a final warning.
   (e) consideration of the motivation behind the bullying behaviour and whether external services should be used to tackle any underlying issues of the bully which contributed to bullying behaviour. If these considerations lead to any safeguarding concerns relating to the bully, the School's child protection procedures will be followed.
   (f) a supervised meeting between the bully and the victim to discuss their differences and the way in which they may be able to avoid future conflict (only with the victim's express agreement).
   (g) a disciplinary sanction against the bully, in accordance with the School's Behaviour and Rewards and Sanctions policies. Sanctions should reflect the seriousness of an incident and carry a deterrent effect. In a very serious case or a case of persistent bullying, a pupil may, after appropriate investigations and hearing(s), be required to leave the School permanently in accordance with the School's Exclusions Policy. Any disciplinary action will be applied fairly, consistently and reasonably, taking into account any special educational needs or disabilities and the needs of vulnerable pupils.
   (h) action to break up a 'power base'.
   (i) confiscation of mobile electronic devices, increased monitoring procedures or limiting access to the School's internet facilities if cyber bullying;
   (j) moving either the bully or victim to another Form Group after consultation with the pupil, his/her parents and relevant staff;
   (k) involving Children's Social care or the Police after following due process and collaboration with the parents.
   (l) notifying the parents of the action which has been taken;
   (m) such other action as may appear to the Headteacher to be appropriate.

The position in relation to any bullying incident will be monitored for as long as necessary thereafter. Actions may include:

- sharing information with some or all colleagues and with pupils in the Form or Year so that they may be alert to the need to monitor certain pupils closely;
- ongoing counselling and support;
- vigilance;
- mentioning the subject in staff briefings;
- reviewing vulnerable individuals and areas of the School.

Supporting those severely impacted by bullying

The School recognises that removing bullied pupils from school is disruptive and can make it difficult to reintegrate. The School understands however that in some circumstances, the consequences of being bullied may have had a severe impact on a pupil's social, emotional or mental health and may also have impacted on the pupil's ability to learn. The School will do all that is reasonably possible to ensure that bullied pupils continue to attend school and maintain their educational progression by putting in place proportionate short term alternative on-site provision where necessary. Confiscation of mobile electronic devices, increased monitoring procedures or limiting access to the School's internet and e-mail facilities if cyber bullying has taken place.

- Moving either the bully or the victim to another Form group after consultation with the pupil, parents and relevant staff.
- Involving Children's Social care or the Police following due process and collaboration with the parents.
- Notifying the parents of both pupils about the case and action which has been taken
- Any other such action that the Headteacher feels is appropriate.

If a pupil is considered to have significantly greater difficulty learning than the majority of those of the same age because of the impact of bullying, the School will consider whether the pupil would benefit through an SEN assessment.

For all incidents of bullying (whether isolated or occurring over a period of time), disciplinary sanctions will be applied fairly, consistently and reasonably, taking into account any special educational needs or disabilities of the pupil and the needs of vulnerable pupils. Such sanctions may extend to fixed term exclusion, required removal or in the most serious of cases, permanent exclusion.

If at any stage the alleged bullying behaviour raises a safeguarding concern, the School's Safeguarding Policy should be followed before further investigation is carried out. Even where safeguarding is not considered to be an issue, the School may need to draw on a range of external services to support the pupil who is experiencing bullying or to tackle any underlying issue which has contributed to a child engaged in bullying.

Risk Assessment

Where a concern about a pupil's welfare is identified, the risks to that pupil's welfare will be assessed and appropriate action taken to reduce the risks identified.
The format of risk assessment may vary and be included as part of the School's overall response to a welfare issue e.g. behaviour, EHCP and IEP. Regardless of the form used, the School's approach to promoting pupil welfare will be systematic and pupil focused.

The Headteacher has overall responsibility for ensuring that matters which affect pupil welfare are adequately risk assessed and for ensuring that relevant findings are implemented, monitored and evaluated. This includes pupils who have been bullied and those who have bullied.

Monitoring and Review

The Headteacher and Head of Pastoral Care monitor the School's record of bullying incidents on a regular basis to identify patterns of behaviour and the effectiveness of the School's anti-bullying procedures. The Policy is reviewed annually or more regularly as required and takes into account any advice published by the DfE together with the records of any bullying incidents. In undertaking the review, the Headteacher will take into account results of monitoring as well as any changes to legislation and/or statutory guidance and other relevant information gathered such as 'Bullying Surveys'.

The Proprietor and member of the Advisory Board for Safeguarding will consider the revisions made as part of their responsibility to carry out an annual review of Safeguarding.

The Proprietors of the School are always informed of any exclusions of pupils because of bullying behaviour.

All records created in accordance with this policy are managed in accordance with the School's policies that apply to the retention and destruction of records; data protection policies and procedures.

Communicating the Policy:

The Policy is reviewed annually and staff are clear about its contents. A copy of the policy is placed in the Policies file. Pupils are reminded of the contents of the policy at the start of each academic year and a summary of the policy is displayed in all classrooms.
The policy is published on the web site for all parents and hard copies are given to all new parents to the school.

Links with other Policies:
Safeguarding Policy
Behaviour Policy
Cyber-bullying Policy
Acceptable Use of ICT Policy
Pastoral Policy
Rewards and Sanctions Policy
Equal Opportunities Policy

Authorised by   Mr S Judge

                                 Headteacher

                                 On behalf of the Proprietors

Dated   October 2022

Date of next review   November 2023

APPENDIX - CYBERBULLYING

Cyberbullying is bullying that takes place using technology. Pupils should remember the following:

• use the security settings when using technology.

• regularly change your password and keep it private.

• Always respect others - be careful what you say online and what images you send.

• Think before you send - whatever you send can be made public very quickly and could stay online forever.

• If you or someone you know are being cyberbullied, tell someone. You have the right not to be harassed or bullied online. Tell an adult you trust - your parents, any member of staff or volunteer, or a helpline such as ChildLine on 0800 1111.

 • Don't retaliate or reply online.

 • Save the evidence - learn how to keep records of offending messages, pictures or online conversations. Ask someone if you are unsure how to do this. This will help to show what is happening and can be used by the School to investigate the matter.

• Block the bully. Most social media websites and online or mobile services allow you block someone who is behaving badly.

• Don't do nothing - if you see cyberbullying going on, support the victim and report the bullying.

You may find the following websites helpful:
http://www.childnet.com/young-people
https://www.thinkuknow.co.uk/
https://www.childline.org.uk/Explore/Bullying/Pages/online-bullying.aspx
https://www.saferinternet.org.uk/advice-centre/young-people
https://www.disrespectnobody.co.uk/
http://www.safetynetkids.org.uk/

Please see the School's acceptable use of ICT policy for pupils which sets out the School rules about the use of technology including mobile electronic devices