



Anti-Bullying Policy

This policy applies to all sections of the School including the EYFS

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.

The policy is written according to guidelines laid down in the document: DfE Guidance 2011 Preventing and Tackling Bullying.

The Equality Act 2010

We understand that under the Equality Act 2010, we, as a school have a duty to eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act. We need to advance equality of opportunity and ensure that everyone can fulfil their potential within a safe environment.

What is Bullying?

Definition and Criteria of Bullying

Bullying occurs when an individual or group uses strength or power to hurt, either physically or emotionally, by intimidating or demeaning others. It can occur on an isolated basis but is often persistent and it is often covert. It involves a conscious attempt to hurt, threaten or frighten someone. It is often motivated by prejudice against particular groups, for example on grounds of race, religion, culture, sex, gender, homophobia, special educational needs, and disability or because a child is adopted or a carer.

This includes:

- Physical assault against a person or group because of some perceived physical, religious, economic, sexual, intellectual, cultural or racial difference. It may include pushing, barging, kicking, hitting, punching or any use of violence.
- Derogatory name calling of an insulting or personal nature. It can also take the form of threats, teasing, sarcasm and the spreading of rumours.
- Demanding money, material goods or favours by means of threat or force.
- Graffiti designed to intimidate or embarrass.
- Incitement of others to commit acts of bullying



- Cyber-bullying which includes misuse of the internet, text messaging, abuse of mobile phones and misuse of associated technology such as web cams (See separate Cyber-bullying Policy).
- Deliberate exclusion or isolation of an individual or a group.

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.

Aims

The school aims:

- 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 they bullying arises
- to provide support and help for the bully

Prevention of Bullying

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.

Bullying is a theme that is addressed in assemblies in both Senior and Lower School.

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.

The Curriculum

The issue of bullying is revisited annually through the programme of PSHE / Citizenship. The PSHE curriculum also places emphasis on pupils developing their attitudes and values as well as skills and knowledge. Pupils are encouraged to be confident and considerate of the views of others. Reasons for bullying behaviour are openly discussed and pupils understand that it can be generated by lack of tolerance of difference. We also incorporate a review of family life in our programme of PSHE so that pupils understand that different family structures can all create a caring environment. We also make it absolutely clear that any prejudice based language is totally unacceptable.

The promotion of personal thinking skills and tolerance is reflected in work done across the curriculum. In the Lower School the SEAL initiative provides opportunities for pupils to discuss and think about the effects of bullying behaviour.

Implementation

The issue of bullying is dealt with in a number of ways at Kirkstone House. The School ethos makes it absolutely clear that any form of bullying is unacceptable. Our emphasis is on the fact that 'the individual counts', which means that diversity is welcomed and that pupils are expected to be tolerant and supportive of each other.

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.

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

Older pupils are encouraged to act as Learning Mentors to younger pupils and this enables excellent relationships to develop in addition to enabling them to appreciate difference.

The School has a link with the Red Balloon Charity in Cambridge which caters for pupils who have been severely bullied and our pupils have welcomed their representatives and have had the opportunity to learn more about the charity.

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.



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 and to avoid a 'it doesn't happen' here approach
- implement procedures to confront bullying in any form
- report any incident of bullying to the Form Tutor and Headmistress and complete a pupil incident form
- promote the school ethos which emphasises care and respect for others
- seek and provide opportunities for pupils to develop good self esteem and a 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 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 Headmistress will:

- record all incidents of bullying on a pupil's record and in the Serious Incidents Book
- interview all pupils involved and listen to all sides
- inform parents of bullying incidents and invite them into school
- inform staff of all incidents of bullying
- liaise effectively with 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
- oversee the induction of new pupils in order that they are aware of the school's procedures in relation to bullying
- review class lists regularly and 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
- report a bullying incident to external agencies when there are safeguarding concerns that a child suffering or is at risk of suffering significant harm.

Procedures

Incident Management and Reporting

It is the duty of all staff to report incidents of bullying immediately and to provide a written record of the event. The Form Tutor and the Headmistress must always be informed of bullying incidents. The Form Tutor and Headmistress will interview those concerned and the event will be recorded in the Serious Incidents Book and parents will be informed. If a pupil is to be excluded for bullying, parents are asked to come into school as soon as possible to meet with the Headmistress. The record of bullying enables patterns to be identified.

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.

Pupils who have been bullied will be supported by:

- having an immediate opportunity to discuss the experience with their Form Tutor or a member of staff of their choice
- having immediate reassurance that no similar incident will occur again and an apology from the perpetrator
- having on-going support such as at 'Talk About'
- having new opportunities aimed at re-building confidence and esteem
- being provided with a quiet 'Time Out' place if they so wish

Pupils who have bullied will be helped by:

- having the opportunity to discuss what has happened
- having the opportunity to explore and consider how they became involved or were responsible for the incident
- having the opportunity to set future targets aimed at re-establishing positive behaviour
- being monitored and supported appropriately such as through private counselling or mentoring.

Sanctions:

It is essential that the bully fully understands the consequences of their actions and that incidents of bullying will be punished. Sanctions will hold the bully to account for their behaviour and help them to face up to the harm they have caused. Each case will be considered individually taking into account any special educational needs or disabilities that the pupil may have and taking into account the needs of vulnerable pupils. However, sanctions will be applied in line with the school's Rewards and Sanctions Policy; Behaviour Policy and Pupil Code of Conduct.

Pupils who have bullied will be punished in one of the following ways depending on circumstance and severity of their actions:

- loss of break time and lunch time
- lunch time or after school detention



- debits
- internal isolation
- fixed term suspension
- permanent exclusion

Note: Physical restraint is never used as punishment, however in certain circumstances a member of staff may use physical intervention to halt the physical bullying of one pupil by another.

Sanctions are applied according to the severity of the incident and at the discretion of the Headmistress. However, in certain circumstances counselling will also be suggested in order to enable the bully to modify and improve behaviour. The school recommends its own counsellor who is available to see pupils during the school day.

Staff Training

All staff are encouraged to share good practice in relation to identifying and dealing with bullying. Staff who attend related courses disseminate information to other staff.

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.

Monitoring and Evaluation:

After incidents of bullying have been investigated and dealt with, each case will be monitored to ensure that it does not reoccur. Each case will be updated in the Serious Incidents Book and parents of both the victim and bully will receive an update on how their child has settled down after the event. This is usually done by the Headmistress at the end of the term. The Anti-bullying Policy is monitored by the Head of Pastoral Care and Headmistress on an annual basis.

Links with other Policies:

Behaviour Policy	Rewards and Sanctions Policy
Cyber-bullying Policy	Safeguarding Children Policy
Pastoral Policy	Equal Opportunities Policy

Authorised by

Mrs Corinne Jones
Headmistress
On behalf of the Proprietors

Dated

1st October 2017

Date of next review

1st October 2018 (and after any recorded incidents of bullying).