



# Park School for Girls

## Anti-Bullying Policy

**This policy applies to all pupils in the school, including those in the EYFS". In the case of this particular policy, in the light of the references under 'objectives' to 'every member of the school'**

This policy should be read as part of the Behaviour Policy of which it forms a part; as well as,

- the e-Safety
- the ICT policy

*This policy is written with due regard to the DfE advice 'Preventing and Tackling Bullying (October 2014)' and 'Cyberbullying: Advice for headteachers and school staff (2014).*

The policy deals with bullying behaviour which, in whatever form, conflicts with our principles and is unacceptable. Students are encouraged to talk to appropriate people about any difficulties and the school acts on each situation with understanding and fairness. We are committed to informing students about information technology to equip them with the knowledge, skills and awareness of risks needed to enable them to use it safely and responsibly. The school informs students about cyber-bullying and takes steps to prevent it and to respond to any incidents that might occur.

### **Aims:**

1. To create, throughout the school, an ethos which ensures that bullying is seen as unacceptable.
2. To provide the children with skills and attitudes which help them recognise bullying in themselves and others and thus help prevent it.
3. To provide procedures for all those involved in the school community when instances of bullying arise.

### **Objectives:**

1. To ensure that the right of every member of the school to be safe from bullying is upheld by the actions of others.

### **A definition of bullying:**

Bullying is defined as behaviour, repeated over a period of time, which intentionally hurts an individual or group, physically or emotionally, and is often motivated by prejudice against particular groups.

It can take many forms, but the main types are:

1. **Physical** hitting, kicking, theft, initiation/hazing type violence, sexual assaults, gender-based violence,

2. **Verbal** name calling, racism, sexism, sarcasm, rumour mongering, inappropriate teasing, homophobic remarks,
3. **Emotional** behaviour which is intentionally hurtful to the emotions of the Victim,
4. **Excluding** deliberately excluding people from friendship groups with bad intent.
5. **Hurtful behaviour motivated by prejudice against particular groups, for example, base on:**
  - Racism** racial taunts, graffiti, gestures,
  - Sexual behaviour** unwanted physical contact, abusive comments,
  - Disability** whether that be physical, mental or emotional,
  - Cultural** based on the cultural differences between people.
  - Special Educational Need.**
6. **Electronic/Cyber Bullying** text messages, sexting, websites, photographs, social networking, video and email.

### **Seriousness**

Park School acknowledges the potential seriousness of bullying in causing psychological damage and sometimes physical or emotional harm as in the DfE guidance, (whether inflicted or self-inflicted). Staff must be clear that abuse is abuse and should never be tolerated or dismissed as 'banter' or 'part of growing up'.

### **Procedures to follow**

These procedures apply also to bullying which occurs outside school and to cyberbullying.

Any school member, whether a child or an adult, has the right not to be bullied and are actively encouraged to tell someone who will be in a position to end the bullying.

For a child that person might be their Form Teacher or any teacher they prefer, a Prefect, a trusted friend, the Deputy Head or the Head Teacher. If the teacher is not the Form Teacher, the Form Teacher will be informed as soon as possible. The Form Teacher will also be informed of any student in her Form who is accused of bullying. Other pupils are given to understand that by being by standers who do nothing, they are in fact condoning bullying.

**They are not expected to take action themselves but inform a teacher.**

The children are also encouraged to tell their parents and/or family. A parent or family member has a duty to inform the school of accusations of bullying behaviour so that the school can investigate.

Where there is reasonable cause to suspect that a child is suffering (or likely to suffer) significant harm from the behaviour of another child or children, then this situation will be considered as a possible child protection concern and reported to local agencies and all the children involved, both perpetrator and victim, may be treated as being 'at risk'.

Any adult experiencing bullying is encouraged to tell a colleague, manager or Governor or any member of the community who might be in a position to help.

### **Investigation and recording**

Where bullying is reported, an accurate written record of events and facts is kept, and recorded on the Bullying Register. The school will interview all parties concerned to establish the facts and action against a bully will only be taken when they are established. Teachers or other staff members recording incidents will take contemporaneous notes, quote verbatim where possible and finally write up a report. Notes and reports will be filed and archived. The process will usually, be initially dealt with by the Form Tutor, if the problem of bullying continues the next step is referral to the Pastoral Head Mrs Lesser for the Senior School, and Mrs Jack for the Preparatory School, [in her absence the Head Teacher]. The effectiveness of this approach is evaluated with the staff through staff briefings, and the Head Teacher in conjunction with the relevant Pastoral Head, if persistent bullying continues.

### **Support and sanctions**

The school will employ a range of strategies to ensure that the victim is supported and protected in the future and that the bully/bullies fully understand the hurtful and damaging nature of their actions. The school may require the bully to sign a behaviour contract. Punishments may be applied if appropriate and may be serious, including temporary suspension and permanent exclusion. Parents of the victim and bully/bullies will be informed and the school will work with the families to ensure that bullying behaviour is not repeated. In order to have clear and effective lines of communication, the policy is communicated to parents via the school website, staff are able to access the policy in the staff shared area, and the Head Girl reads the school's 'mutual respect policy' which has been devised by students, in the first assembly of the school year. We also have displayed in every classroom the 'Park School Way' which encompasses the expected modes of behaviour by all pupils.

The school will implement sanctions in accordance with its behaviour/exclusions policy(ies).

### **Promoting an anti-bullying ethos**

The school also promotes its anti-bullying policy, through its publicised behaviour policy, the mutual respect policy, the promotion of the Park School Way; through teacher and pupil-led assemblies, through schemes of work in PSHE throughout the school, through Form Time and Form Teachers, through the School Councils, through the Houses and by precedent. The school also promotes anti-bullying through projects, drama, stories, literature, with discussion of differences between people and the importance of avoiding prejudice-based language. We observe anti-bullying week and e-Safety through assemblies and class discussions as well as the displaying of posters; we invite guest speakers, particularly our local police to deliver presentations on e-safety and cyberbullying. We have also just launched the 'Girls on Board' programme as a vehicle to promote anti-bullying and provide the pupils with a vehicle that can be used if they perceive bullying to be prevalent.

Bullying and conflict often arise from 'play fighting', the pretext of an incident or comment being 'a joke' and verbal abuse - these forms of behaviour are not allowed at Park School.

### **Staff awareness raising and training**

The anti-bullying policy is available in the staff shared area and all staff are encouraged to read it at least once a year. Staff are also trained in the 'Girls on Board' techniques as part of staff INSET to enable them to feel confident in tackling bullying.

Staff awareness of bullying is raised through briefings three times a week which are attended by teachers or other staff, at which children's pastoral welfare is discussed and incidents from the previous day are shared. All staff are required to remain constantly alert to bullying and the need to reduce the risk of it arising. They pay particular attention to times and locations where bullying might be more prevalent, such as break times and trips. Staff failing to deal with an incident appropriately will be required to undergo further training.

**Date of Review**                      **September 2018**

**Date of next Review**                **September 2019**

