



Anti-Bullying Policy

Preventing and Tackling Bullying/child on child abuse

1. The Aim

The aim of this policy is to ensure that bullying is prevented, but where it occurs that it is identified quickly and dealt with swiftly. Pupils must learn in a supportive, safe and caring environment without fear of being bullied, so that every one of our pupils can develop to their full potential. We want to safeguard and protect our children and young people and aim to create a culture of respect, kindness, openness and forgiveness.

The school does not tolerate any form of bullying, harassment, victimisation or discrimination and any form of this behaviour will be treated seriously and appropriate sanctions put in place. This policy should be read in conjunction with our Behaviour Policy. Parents/carers have an important role in supporting the school in maintaining high standards of behaviour. It is essential that school and families have consistent expectations of behaviour and that they co-operate closely together. Acceptance of this policy forms part of our Parental Agreement.

1.1 The Statutory Duty

This policy has been prepared with regard to The DfE **Preventing and tackling bullying, Advice for head teachers, staff, and governing bodies, July 2017.**

1.2 The Definition

‘Bullying is behaviour by an individual or group, repeated over time that intentionally hurts another individual or group either physically or emotionally’.

Bullying can take many forms (for example, cyber-bullying via text messages, social media or gaming, which can include the use of images or video) and is often motivated by prejudice against particular groups, for example, on grounds of race, religion, gender, sexual orientation, special educational needs or disabilities or because a child is adopted, in care or has caring responsibilities. It might be motivated by actual differences (discriminatory bullying) between children or perceived differences. (Taken from **Preventing and tackling bullying - Advice for head teachers, staff, and governing bodies, July 2017.**)



Bullying can involve manipulating a third party to tease or torment someone. Bullying is the intentional hurting, intimidating, harming or humiliating of another person through three main ways:

- Emotional - including ignoring, excluding, tormenting, 'making fun of someone', spreading malicious rumours and making the victim feel inferior to other people;
- Verbal - including via email, chat rooms and SMS messages and including name calling, insulting the victim, teasing, criticising, laughing, threatening, embarrassing the victim, tormenting and stereotyping;
- Physical - including pushing, hitting, punching, tripping up, tormenting, physically threatening and sexual abuse.

2. The Damage & Signs of Bullying

Apart from any physical injury, the emotional distress caused by bullying can jeopardise achievement. Changes in behaviour that may indicate that a pupil is being bullied include:

- Unwillingness to return to school, including feigning illness;
- Displays of excessive anxiety, becoming withdrawn, nervous or unusually quiet;
- Failure to produce work, or producing unusually poor standards of work or work that appears to have been copied, interfered with or spoilt by others;
- Books, bags and other belongings suddenly go missing, or are damaged;
- Change to established habits (e.g. giving up music lessons, change to accent or vocabulary);
- Diminished levels of self-confidence;
- Frequent visits to the surgery with symptoms such as stomach pains or headaches;
- Unexplained cuts and bruises;
- Frequent absence, erratic attendance or late arrival to class;
- Choosing the company of adults;
- Displaying repressed body language and poor eye contact;
- Difficulty in sleeping or experiencing nightmares;
- Talking of suicide or running away;
- Attempted suicide (extreme cases).

Although there may be other causes for some of the above symptoms, a repetition of or a combination of these possible signs of bullying should be investigated by parents and teachers.



3. Preventative Measures

At The King's House School, Windsor we have put the following preventative measures in place in order to ensure that bullying does not become a problem at the School:

- All new pupils are briefed thoroughly on the School's expected standards of behaviour on a termly basis, with more frequent reminders as necessary;
- Children are told what to do if someone is unkind to them or they encounter any form of bullying;
- All new members of staff are given guidance on the School's Anti-bullying policy and on how to react to allegations of bullying;
- Staff are required to read the School's policy as part of their induction and whole school training will be updated as necessary;
- We use assemblies, Life and Living lessons and themed days to make children aware of differences between people that could potentially motivate bullying, for example different beliefs, cultures and disabilities;
- The ACE (Accelerated Christian Education) curriculum programme is structured to give pupils an awareness of their social and moral responsibilities as they progress through the school and the importance of taking care of one other.

All our pupils are encouraged to tell a member of staff at once if they know that bullying or unkind behaviour is taking place. All concerns or reported incidents of unkind behaviour will be reported to the Headteacher and investigated at once. All staff watch for early signs of distress in pupils and will act promptly to address it in accordance with this policy. Pupils are supervised at all times during the school day by members of staff.

We encourage close contact between the staff and parents/carers and always make contact if we are worried about a pupil's well-being. All pupils and their parents/carers are made aware of the contents of the School's Anti-bullying policy and are aware that they can download updated copies from the School's website.

4. Cyber-bullying

'Cyber-bullying involves the use of information and communication technologies to support deliberate, repeated, and hostile behaviour by an individual or group that is intended to harm others' (Bill Belsey of the Cyberbullying Research Center).



Cyber-bullying can involve social networking sites, such as Facebook or Twitter, emails and mobile phones, used for SMS messages and as cameras. Cyber-bullying has the potential to reach a wider audience and can happen at any time of day without direct accountability both in and outside school.

4.1 Preventative Measures

In addition to the preventative measures described above, The King's House School, Windsor:

- Uses an Internet filtering system;
- Does not allow mobile phones at school;
- Teaches pupils about keeping safe online and using technology appropriately to prevent cyber-bullying through the Computing Curriculum;
- Will impose sanctions for the misuse, or attempted misuse of the internet.

5. The Procedures for Dealing with Reported Bullying

If bullying is suspected, reported or observed it will be dealt with promptly. The lead teacher for that class must be informed immediately and where serious breaches of this policy are reported, the Headteacher must also be informed. The Headteacher (or someone designated by them) will investigate the incident(s), speak with all involved and may carry out observations and record details. The Headteacher may also at this point inform the Chairman of the School Management Board, depending on the gravity of the situation.

If an incident of bullying is reported, the following procedures are adopted:

- The member of staff to whom it was reported or who first discovers the situation, has a duty to report it to the lead teacher. The Lead teacher will then lead the investigation and inform the Headteacher as soon as possible;
- The potential victim (or their parent/carer as appropriate) will be asked to record the account of events themselves or where this is not possible to dictate to a staff member an account of events;
- The potential perpetrator of the bullying, together with all others who were involved, will be asked to record their account of events or where this is not possible to dictate to a staff member an account of events (See appendix 1);
- The parents/carers of both parties will be informed and may be invited into School to discuss the matter with the lead teacher or Headteacher as appropriate. Their support will be sought and a way forward agreed.



- Behaviour will continue to be closely monitored by teachers and support staff and reviewed at regular intervals;
- The incident must be recorded and will be kept in the relevant children's school file.

In very serious cases, and only after the Headteacher has been involved, it may be necessary to refer to the Police or Children's Social Care. The School may exclude a pupil, either temporarily or permanently, in cases of severe and/or persistent bullying and in the event that the support put in place for the perpetrator of bullying does not result in the modification of their behaviour to an acceptable level.

5.1 The Bullied Pupil

The bullied pupil will be supported by:

- The offer of an opportunity to discuss the incident with a member of staff;
- Reassurance that further bullying will not be tolerated;
- Ongoing support and encouragement;
- The school will work with parents and where necessary use their wider search powers to delete any inappropriate comments or images or files on electronic devices, including mobile phones.

5.2 The Pupil who has Bullied

Pupils who have bullied will be helped by:

- Discussing what has happened with the Headteacher to give an understanding of why their behaviour constitutes bullying;
- Discovering why they have become involved in bullying and why the incident took place;
- Establishing that wrong-doing has occurred and that the pupil's behaviour needs to change;
- Involving the parents/carers to assist in bringing about change in the attitude and conduct of the pupil.

5.3 The Discipline

The decision with regard to discipline rests with the lead teacher and the Headteacher. Depending on the severity and frequency of the offence, the following steps will be taken:

- Official warning to cease offending;



- Parents/carers and Headteacher to witness the pupil apologising and asking for the forgiveness of the bullied pupil.
- Restorative intervention
- Invoking of the School disciplinary procedures (as detailed in the Behaviour Policy), which may include short-term or permanent exclusion from the School.
- Where permanent exclusion from the school is considered, the School Management Board will be consulted.

An unwillingness to apologise and/or further bullying will result in further sanctions, which may include fixed term or permanent exclusion.

If it is felt necessary, steps must also be taken for the protection of vulnerable pupils, which may involve:

- Additional supervision;
- Limits placed on the freedom at School of known offenders;
- Follow-up investigation to ensure that the bullying has not restarted;
- The involvement of the Police (in circumstances likely to lead to criminal prosecution);
- These steps must be communicated to all members of staff and to all the pupils involved and their parents/carers.

6. The Implementation

It is the responsibility of the Headteacher to:

- Review the policy annually (or more frequently as necessary) and assess its implementation and effectiveness;
- Make sure new pupils understand what bullying or unkind behaviour is and the School's Anti-bullying Policy;
- Ensure that preventative measures are embedded in the School's operating practices;
- Ensure that investigation procedures and relevant disciplinary actions are executed rapidly when incidents occur.



7. Complaints Procedure

Parents/carers and pupils are advised to use the School's Complaints Procedure (published on the School's website) if they feel that their concerns about bullying are not being properly addressed.

Review Leader: Headteacher

Policy Last Updated: March 2024

Next Review Date: March 2025



Appendix 1 - Record of bullying: Anti-bullying incident form

Date of incident:	Site of incident:
Name of Pupil 1 involved:	Name of any staff member involved:
Name of Pupil 2 involved: *Please add additional names on a continuation sheet	Name of any witnesses to the incident:
Give a description of how and where the incident took place, stating facts only and NOT opinion:	
Give full details of any immediate action taken to minimise risk and any subsequent action including any first aid treatment and the name(s) of first-aider(s):	
Give details of the outcome of the Incident for the person(s) involved:	
Has the Headteacher been informed? YES/NO	
Any relevant follow up needed? YES/NO Please give details:	
Was the person's next of kin informed? YES/NO	If No, why not?
Any additional relevant Information:	
Name (Print): Date:	Signed: