

EVERSFIELD PREPARATORY SCHOOL



ANTI-BULLYING

MISSION

At Eversfield Preparatory School we undertake:

- To provide a first class education for girls and boys, preparing them for entry to the leading senior schools at the age of 11.
- To offer a curriculum which values academic excellence while also retaining the breadth which nurtures the creative, sporting, technical and social skills and abilities of each child.
- To build a strong sense of community where small classes, a well ordered routine and good pastoral support help pupils to feel secure and develop their self confidence.
- To promote high moral standards and responsible attitudes based on clear and relevant Christian teaching.

INTRODUCTION

Anti-social behaviour or bullying is totally unacceptable at Eversfield School. The staff seek to provide a safe and secure learning environment and foster a sense of security in each child to develop his/her confidence and independence within a secure and supportive atmosphere.

AIMS

It is our aim at Eversfield to prevent bullying and deal with bullying when it occurs.

We seek to protect our pupils by helping them to recognise unwelcome behaviour in themselves and others and acquire the confidence and skills they need to keep themselves safe.

Linked to our pastoral care system is the need for discipline throughout the school. We aim to achieve a high standard of discipline while also developing our pupils' own self-confidence and self-esteem. Poor behaviour often stems from personal problems or difficulties. It is not our intention to simply punish bad behaviour and ignore the reasons for it. Our pastoral support principle is that it is better to prevent poor behaviour, rather than merely to react to it with punishments.

These values are reflected in our code of conduct:

Consideration for all other pupils
Courtesy to all staff and visitors
Care of all property.

- Always show **consideration** for other children, treating them in a kind and helpful way as you would wish to be treated;
- Always show **courtesy** towards staff, visitors and any adults, behaving in a polite and well mannered way at all times;
- Always show **care** for property, treating your own property as well as the property of others and the school with respect.

DEFINITION OF BULLYING

Bullying is the act of intimidating someone else. It can be a conscious or subconscious act.

Bullying can mean many different things. There are many ways in which children perceive that they themselves are being bullied. These range from being called names, being teased, being pushed or pulled about, hit, having possessions taken or thrown around, having rumours spread, being ignored or left out, being teased or called names because of race or religion, being forced to hand over money or possessions.

Racial, Religious and cultural tolerance

The school will not tolerate any forms of racism, or bullying or harassment based on the religious or cultural affinities of children or adults. Should a racist, religious or cultural incident occur, it will be dealt with firmly in accordance with procedures as outlined in the School's Behaviour Policy.

Gender/ sexual tolerance

The school will not tolerate any form of gender / sexual intolerance. Men and women will be portrayed as equal. Any form of sexual bullying including (whether physical or non-physical) that based on a person's sexuality (homophobic) or gender will not be tolerated. This includes: all behaviour carried out to either a person's face, behind their back or by the use of technology; gossiping and spreading rumours about someone's sexuality, or touching someone in a way which makes them feel uncomfortable.

Disability tolerance

The school will not tolerate any form of bullying relating to disability or learning difficulties, whether these be physical or mental.

Other types of bullying

This includes any form of cyber or electronic communication bullying for example through social websites, mobile phones, text messages, photographs and e-mail.

DEALING WITH BULLYING

Bullying is a highly distressing and damaging form of abuse, which can even lead to suicide, and is not tolerated in our school (although bullying is not a specific criminal offence, there are criminal laws which apply to harassment and threatening behaviour). All staff are vigilant at all times to the possibility of bullying occurring, and will take immediate steps to stop it happening, to protect and reassure the victim and to discipline the bully.

Any complaint by a parent that their child is, or may be, being bullied will be fully addressed.

- Parents should first approach the Form/Class Teacher and explain the situation.
- The Form/Class Teacher will investigate the complaint and consult with senior staff if necessary.
- Necessary steps will be taken to address the issue and the teacher will maintain on-going contact with the parent to monitor progress being made. Should the situation continue the Headmaster or Deputy Head will further consider the matter and take appropriate action.
- Team action will be taken to support the victim. This will usually include ensuring that another child or small group of children befriends and supports the child being bullied during the school day.
- Team action will also be taken to help the bully understand the effects of his/her behaviour and to modify any bullying behaviour.
- There will be on-going observation and monitoring of the situation until a satisfactory outcome has been achieved.

The sanctions taken against a pupil who bullies will depend on the seriousness of the case, but may include the loss of any privileges or position of responsibility he/she holds in the school. His/her behaviour will be carefully monitored until the school is satisfied that the problem has been resolved. If a pupil's bullying behaviour is clearly identified, the parents of that child will be asked to assist in remedying the situation. We ask for the full support of all parents in these matters with the knowledge that all our parents are willing to take an active role for the good of all our pupils.

The final sanction may be considered and used. This is suspension or even expulsion.

RAISING AWARENESS

As part of our Anti-Bullying Policy we aim to raise awareness through the curriculum and give pupils and teachers the opportunities to talk about and deal with bullying in general. Teachers will make their children aware of school rules and routines. Through normal lesson times, especially in RE lessons and PSHE times, and such times as circle times and Form Periods, the teachers will also educate their pupils morally and spiritually and deal with the issue of bullying from time to time. Teachers may use the 'Advice to Pupils' appended with this policy to help pupils understand about bullies, victims and bullying. Training for staff on aspects of bullying will be a part of CPD.

RESPONSIBILITY OF EMPLOYEES OF THE SCHOOL

All our employees are duty bound to assist in the implementation of our policies within the school. All staff will be watchful at all times that the discipline in the school is maintained according to the rules. Our whole school aims dictate that we should all be caring towards each other, and that means making sure that no member of the school community is suffering due to harassment or bullying.

In addition, staff who have greater contact with the children, including Teaching staff and Teaching and Learning Support Assistants have a duty to:

- be watchful, observe the social relationships between pupils in their class, and especially out of the classroom environment;
- keep records of any bullying incidents and what was done on the pupil's record file and in the sanctions file;
- inform members of the staff team (within departments) and seek their co-operation;
- inform members of the Senior Leadership Team as appropriate;
- contact parents if need be;
- draw up a programme of activities on bullying awareness and prevention eg., circle time, to help children involved understand;

SUPERVISION AND THE SCHOOL ENVIRONMENT

Pupils are supervised at all times at Eversfield, including break and lunchtimes. There are agreed procedures at different levels of the school about such matters as behaviour in queues/going to the toilet. We have taken measures in the construction of our procedures and routines so that it is difficult for children to be physically bullied during the school day. Some areas of the school are out of bounds and pupils must not go there unsupervised. At Break times there are no areas where pupils play that are out of sight of the staff on duty. All staff are warned to be watchful of all potential bullying situations. Pupils on occasion may be threatened or bullied out of school. We cannot be responsible for what happens to our children outside the school after school hours. If such behaviour results in bullying at school we will seek to deal with the victims and bullies in line with the guidance in this policy. We believe that all our parents understand this point of view and will willingly help us resolve any problems of this nature.

ADVICE TO PUPILS

Information on dealing with bullying is displayed around different parts of the school. A copy of this information is enclosed as an appendix to this policy.

Reporting Bullying

Any bullying should be reported. Do not delay or it may continue. Tell your Form Teacher, or any member of staff you feel comfortable talking to, including the Headmaster or an assistant. If you do not want to tell someone at school, talk to your parents. Don't let it go unknown.

ADVICE TO PARENTS

No school is immune from bullying and no school should be complacent. If bullying occurs at Eversfield it is vitally important that all of us should know what action to take. This policy contains advice for pupils and for parents.

Staff at Eversfield recognise bullying behaviour as all forms of physical and psychological abuse systematically directed at victims who find this hurtful. We take responsibility for helping all pupils understand what bullying is and the harm it can do. We believe that adults can set an example in their own behaviour.

The ethos of the school will help to instil mutual respect and civilised behaviour, but we recognise that in our preventive approach to bullying we should provide pupils with the opportunity to discuss the topic at regular intervals during such times as circle times and Form periods.

We will also ensure that every pupil knows where, when and to whom they can talk about any bullying incidents.

If you discover that your child is being bullied do not encourage him or her to 'hit back' or retaliate. It may be contrary to your child's nature and may be just what the bully wants. Emphasise to your child that there is nothing wrong with him or her and that he or she can be helped. Contact the School.

Incidents of bullying should be immediately referred to the Form/Class Teacher. Senior staff may then be called in to help. Although the nature of the response will depend upon the circumstances, staff will always use tact and discretion in their follow-up.

The whole school community (parents, pupils and staff) has a role to play in combating bullying. All pupils should be aware that there is no such thing as an innocent bystander and the school neither condones nor ignores bullying, whilst all adults should be familiar with this policy to ensure that every pupil receives his or her education in a safe environment free from humiliation, oppression or harassment.

EQUAL OPPORTUNITIES

In accordance with the school's Equal Opportunities Policy, all children at Eversfield Preparatory School must be given full access to the school's curriculum. Staff will endeavour to help all children to learn and achieve and extend the boundaries of their potential, irrespective of race, gender, age or ability.

MONITORING AND REVIEW

This Policy is monitored by the Governing Body and will be reviewed every two years or earlier, if deemed appropriate.

*RY, Headmaster
Updated March 2010*

