

# HILL HOUSE

INTERNATIONAL JUNIOR SCHOOL



## ANTI-BULLYING POLICY

## 1 Policy Statement

- 1.1 Hill House International Junior School (the **School**) is committed to providing a safe, caring and friendly environment for all of our pupils so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all pupils should be able to tell a member of staff and know that incidents will be dealt with promptly and effectively. This means that *anyone* who knows that bullying is happening is expected to tell the staff.
- 1.2 This policy has been drawn up with assistance from guidance issued by the Department for Education (**DfE**), *Approaches to Preventing and tackling bullying* (June 2018) and will be reviewed against any new government guidance issued from time to time.
- 1.3 This policy will apply to bullying behaviour outside of the School of which the School becomes aware.

## 2 What Is Bullying?

- 2.1 Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. Both children and staff can be victims of bullying. It is important to take into account the age of those involved and make an informed assessment of their ability to understand the consequences of their actions.
- 2.2 Bullying can be:
  - 2.2.1 Emotional; being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
  - 2.2.2 Physical; pushing, kicking, hitting, shutting doors on someone, punching, tripping or any use of violence
  - 2.2.3 Racist; racial taunts, graffiti, gestures
  - 2.2.4 Sexual; unwanted physical contact or sexually abusive or suggestive comments
  - 2.2.5 Homophobic; because of, or focusing on the issue of sexuality, whether that is assumed, attributed or actual.
  - 2.2.6 Verbal; name-calling, sarcasm, spreading rumours, teasing
  - 2.2.7 Cyber; all areas of the internet, such as social media (eg. Facebook, Instagram, TikTok, Twitter etc.), email & internet chat room misuse. Mobile threats by text messaging & calls. Misuse of associated technology, i.e. camera and video facilities (see also section on cyberbullying below)
  - 2.2.8 A bullying incident will be treated as a child protection concern when there is a reasonable case to believe that a child is suffering or is likely to suffer significant harm.

### **3 Cyberbullying**

- 3.1 Cyberbullying is the use of information and communications technology, particularly mobile electronic devices and the internet, deliberately to upset someone else.
- 3.2 Pupils are taught to always respect others and to be careful what is said online - whatever is sent can be made public very quickly and could stay online forever. If a pupil is or knows someone who is being cyberbullied, it must be reported.
- 3.3 An incident of cyberbullying will be dealt with in accordance with the procedures in this policy.
- 3.4 The School's separate Online Safety Policy explains the School's policy on online safety and the Pupil Acceptable Use Policy sets out the expectations of pupils using the computers and the internet.

### **4 Why is it Important to Respond to Bullying?**

- 4.1 Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Bullying is harmful to the person who is bullied and to those who engage in bullying behaviour and those who support them, and can in some cases lead to lasting psychological damage. Pupils who are bullying need to learn different ways of behaving.
- 4.2 Schools have a responsibility to respond promptly and effectively to issues of bullying.

### **5 Objectives of this Policy**

- 5.1 The School aims to deter bullying behaviour, detect it when it occurs, and deal with it on a case-by-case basis.
- 5.2 All proprietors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is.
- 5.3 All proprietors and teaching and non-teaching staff should be aware of the school policy on bullying, and follow it when bullying is reported.
- 5.4 All pupils and parents should know what the school policy is on bullying, and what they should do if bullying arises.
- 5.5 As a school we take bullying seriously. Pupils, staff and parents should be assured that they will be supported when bullying is reported.
- 5.6 Bullying will not be tolerated.
- 5.7 Through the operation of this policy, the School aims to comply with its duties under the Equality Act 2010.

## 6 Signs and Symptoms

6.1 A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- is frightened of walking to or from school
- doesn't want to go on the school / public bus
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in school work
- comes home with clothes torn or books damaged
- has possessions which are damaged or " go missing"
- asks for money or starts stealing money (to pay bully)
- has pocket or other monies continually "lost"
- has unexplained cuts or bruises
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone

- is nervous & jumpy when a cyber message is receive

6.2 These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.

## **7 Procedures**

7.1 Children who have been bullied or who have witnessed a bullying event should report the incident to a member of staff they feel comfortable talking to or their parents. Parents concerned about bullying behaviour should report the matter to a member of staff.

7.2 A staff member who learns of alleged bullying behaviour will speak to the alleged victim quickly and sensitively to ascertain what has taken place, offering advice, support and reassurance. Notes will be made during the chat and these notes will be kept.

7.3 The staff member will report incidents to the Senior Tutor/House Tutor of the children concerned, even if the incident appears minor.

7.4 All incidents should also be reported to the Senior Tutor who should inform the Pastoral Director during weekly Pastoral Meetings.

7.5 The Senior Tutor/House Tutor will normally see the victim and any witnesses without delay and form an initial view of the allegation. The possible outcomes for an incident which is not too serious include:

7.5.1 there has been a misunderstanding which can be explained sympathetically to the alleged victim with advice to the alleged bully; or

7.5.2 the complaint is justified in whole or in part, and further action will be needed (see Outcomes below).

7.6 The Senior Tutor/House Tutor should inform the Pastoral Director if serious or repeat incidents take place.

7.7 In serious cases parents should be informed and will be asked to come in to a meeting to discuss the problem.

7.8 The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly. The alleged victim, bully and any witnesses will be spoken to separately to establish the facts.

7.9 Together with the Headmaster, the Pastoral Director will decide on the action to be taken in accordance with the Outcomes set out below. In serious cases, such action may include further investigation in accordance with the School's Policy on Conduct and Behaviour.

7.10 Bullying will be treated as a priority.

## **8 Outcomes**

- 8.1 Where a complaint of bullying behaviour is upheld, the range of responses will include one or more of the following and may include any other action as the Headmaster considers to be appropriate:
- 8.1.1 The bully (bullies) may be asked to genuinely apologise. Other consequences may take place.
  - 8.1.2 In serious or repeat cases, suspension or even exclusion will be considered. Disciplinary action will be taken in accordance with the Policy on Conduct and Behaviour.
  - 8.1.3 If possible, the pupils will be reconciled.
  - 8.1.4 Consideration will be given as to whether the bullying incident should be addressed as a child protection concern and if so, the School's child protection procedures will be followed. This will include consideration of the motivation behind the bullying behaviour and any concerns about the welfare of the bully.
  - 8.1.5 Advice and support will be provided for the victim.
  - 8.1.6 After the incident / incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.
  - 8.1.7 Bullies will not be victimised within the school. They will be supported and rewarded for improved behaviour.
  - 8.1.8 Records of any alleged or actual bullying events will be meticulously kept by Senior Tutors who must use the school bullying form. A copy should be sent to the Pastoral Director.

## **9 Prevention**

- 9.1 We will use the following methods for helping children and to prevent bullying:
- 9.1.1 Pupils will all be made familiar with the Hill House 'Code of Conduct'. Senior Tutors/House Tutors will check that every individual understands what this code means for them.
  - 9.1.2 Individual or group behaviour will be monitored during and between lessons by all members of teaching and non-teaching staff. Inappropriate behaviour will be reported to Senior Tutors/House Tutors so problems can be 'nipped in the bud' and prevented from escalating. Meetings with children and potentially measures such as putting a child or entire form on a report book will be considered.
  - 9.1.3 Tutors will have discussions with children about bullying and why it matters.
  - 9.1.4 Bullying is regularly discussed in staff meetings to feed back information about friendship patterns and particular conflicts or incidents so that strategies can be developed to prevent bullying incidents.

- 9.1.5 Appropriate systems for pupil supervision and staff guidance and training in all aspects of care are arranged to ensure that staff have the necessary professional skills to prevent and deal with cases of bullying.

**HELP ORGANISATIONS:**

Childline	0800 1111
Advisory Centre for Education (ACE)	0808 800 5793
Children's Legal Centre	0845 345 4345
KIDSCAPE Parents Helpline (Mon-Fri, 10-4)	0845 1 205 204
Parentline Plus	0808 800 2222
Youth Access	020 8772 9900
Bullying Online	<a href="http://www.bullying.co.uk">www.bullying.co.uk</a>
Kidscape	<a href="http://www.kidscape.org.uk">www.kidscape.org.uk</a>
Teacher support Network	08000 562 561

**10 Review**

- 10.1 The Pastoral Director will review and make revisions to this policy on an annual basis, or more regularly as required taking into account any guidance published by the DfE together with the record of any bullying incidents.
- 10.2 The proprietors will consider the revisions made as part of its collective responsibility to carry out an annual review of safeguarding.

<b>Authorised by</b>	<b>Resolution of the Proprietors</b>
<b>Signed on behalf of the Proprietors</b>	<b>William Townend</b> ..... ...
<b>Date</b>	<b>12/02/2021</b>

<b>Effective date of the policy</b>	<b>12/02/2021</b>
<b>Review date of the policy</b>	<b>11/02/2022</b>