

ANGLO EUROPEAN SCHOOL



ANTI-BULLYING POLICY

MARCH 2012

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Essex Vision Statement

“In Essex we are agreed that bullying in any form is unacceptable. We aim to empower all individuals, institutions and communities to challenge, remedy and prevent bullying and create a culture where the rights of the individuals are upheld.”

School Policy

Our school ethos helps to create a secure and safe environment for all the members of our school community to study and work within. Differences amongst us and cultural diversities are celebrated. Bullying will not be tolerated. Bullying may be verbal, physical or indirect. In fact any action, which persistently makes a child feel uncomfortable, insecure or threatened, may be defined as bullying. Intentional behaviour of this kind will be regarded as particularly serious. The school strongly disapproves of bullying in all its forms and considers it a most serious offence. Students should be aware that bullying is completely unacceptable at Anglo European School and they will be treated sympathetically if they tell someone if it has happened to them. The Headteachers and all staff take the lead in creating a climate in which pupils will be encouraged to report immediately any bullying incident in the expectations that it will be dealt with urgently and fairly. All staff are required to report incidents of suspected bullying to Year Leader of both bullies and target(s) who then investigate as appropriate. Year Leaders must then report serious incidents to senior staff and complete Bullying Incident forms which are now available for all staff and must be logged by pastoral managers (see Behaviour Incident Form).

Aim

The aim of the anti-bullying policy is to ensure that pupils learn in a supportive, caring and safe environment without fear of being bullied. Only when all issues of bullying are addressed will pupils be able to fully benefit from the opportunities available at school. The four main types of bullying are:

- Physical (hitting, kicking, theft)
- Verbal (name, calling, racist remarks)
- Indirect (spreading rumours, excluding someone from social groups etc)
- Cyber Bullying (comments on social networking sites, sexting).

Pupils who are being bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness, taking unusual absences, clinging to adults, or out of character, aggressive behaviour. There may be evidence of changes in work patterns, lacking concentration or truanting from school. In all instances, Anglo European School will attempt to encourage students to discuss their concerns with other members of the school community. The whole school community, therefore, must be alert to the signs of bullying and act promptly with issues as they arise – in accordance with school policy.

In the first instance it is not a requirement for members of the school to investigate whether bullying is occurring but rather to accept the student's perception and jointly agree a way to go forward with them, which will reduce and ultimately eliminate their difficulties (see implementation).

Guidelines for staff on the prevention of Bullying

The anti bullying policy applies to all members of the school community. As a "healthy school" we include every member of our community. Members of the school community have a right to be treated equally and with respect. All staff must be kept informed of any concerns with regard to their performance in post and Line Managers are expected to be aware of the difference between bullying and normal protocol.

Bullying, whether physical, verbal, or indirect is to be deplored and will not be tolerated at Anglo European School.

It is up to every member of the school community to be aware and work together to prevent bullying whenever possible.

Senior staff are available to all members of the school staff if they feel that bullying is taking place in their work area.

It is important to involve students in our commitment against bullying and to develop positive strategies for children to cope with this type of situation.

STAFF MUST DEAL IMMEDIATELY WITH ANY INCIDENT THEY WITNESS, EITHER IN THEIR OWN CLASSROOM OR AROUND THE SCHOOL.

REGULAR FOLLOW UP IS VITAL. THE YEAR LEADERS ARE RESPONSIBLE FOR ENSURING THIS OCCURS.

Implementation

Each case will be treated individually and depending on circumstances, one or more of the following strategies will be employed.

Schools/Staff

- If bullying is suspected or reported, the incident will be dealt with at the earliest opportunity by the member of staff who has first been involved
- A clear account of the incident will be recorded and given to the and Year Leader, who will pass on the information to senior staff
- The appropriate person will interview all concerned and will record the incident on the Bullying Incident Form.
- Parents/carers of target and bully to be kept informed by letter or phone. (This may lead to a request for parents/carers to be present at a meeting along with the students involved.)
- Measures to stop the behaviour will be used as appropriate and in consultation with all parties concerned.
- Involvement or appropriate outside agencies may be taken
- Regular follow up by the Form Tutor or Year Leader will occur after the incident to ensure that it is not continuing

Pupils

Pupils who have been targeted will be supported by some of the following:

- Offering an immediate opportunity to discuss the experience with their Year Leader or member of the school community of their choice.
- Offering continuous support and reassuring the student
- Restoring self-esteem and confidence
- Opportunities to discuss their concerns with members of Helping Hands
- Safe areas to go to if the student feels vulnerable at particular times in the school day
- Referral for Bullying Intervention Training (BIT)
- Referral for Zap Training

Pupils who target will be supported by some of the following:

- Discussing what happened
- Discovering why the pupil became involved
- Opportunities to discuss their concerns with a nominated member of staff
- Establishing their wrong doing and need to change
- Informing parents or guardians to help change the attitude of the pupil
- Referral for Bullying Intervention Training

The following disciplinary steps may also be taken:

- Official warnings to cease offending
- Removal of privileges/activities
- Detention
- Exclusion from certain areas of school premises
- Fixed term exclusion/permanent exclusions

Within the curriculum the school will constantly attempt to raise the level of awareness of the nature of bullying. This may include experiences in PSHE, form tutorial time, assemblies and subject areas, as appropriate.

Training

There will be regular training for all members of the school community as appropriate.

Regular training for new staff will include information on this policy.

Monitoring, evaluation and review

The school will review this policy and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the school.

BULLYING INCIDENT FORM (to be completed by investigating member of staff)

All suspected and validated incidents of bullying must be recorded and logged by Pastoral Managers.

Bullying may be verbal, physical or indirect. Any action which persistently makes a child feel uncomfortable, insecure or threatened may be classed as bullying and must be recorded as such.

Targeted Student (s) Name _____ Form _____

Perpetrator (s) Name _____ Form _____
(continue overleaf if necessary)

Name _____ Form _____

Name _____ Form _____

Incident:	
Action for targeted student	Action for Perpetrator
Spoken to by _____ <input type="checkbox"/>	Spoken to by _____ <input type="checkbox"/>
Detention <input type="checkbox"/>	Detention <input type="checkbox"/>
Referred for BIT <input type="checkbox"/>	Referred for BIT <input type="checkbox"/>
Parents contacted <input type="checkbox"/>	Parents contacted <input type="checkbox"/>
Parents meeting <input type="checkbox"/>	Parents meeting <input type="checkbox"/>
Referred to CEOP <input type="checkbox"/>	Referred to CEOP <input type="checkbox"/>
Type of Incident: Physical	Type of Incident: Verbal
Persistent Kicking <input type="checkbox"/>	Persistent Racial Remarks <input type="checkbox"/>
Persistent Hitting <input type="checkbox"/>	(any racial incident must be recorded as such and referred to Child Protection Officer)
Persistent Theft <input type="checkbox"/>	Persistent verbal taunts <input type="checkbox"/>
Type of Incident: Indirect	Type of Incident: Cyber-bullying
Spreading rumours <input type="checkbox"/>	Social Network Sites <input type="checkbox"/>
Exclusion from social groups <input type="checkbox"/>	Sexting (must be referred to CPO immediately) <input type="checkbox"/>
	Email <input type="checkbox"/>
	Text Messages <input type="checkbox"/>

Logged on SIMS Date: _____
To be filed in folder