

# ANGLO EUROPEAN SCHOOL



## ANTI-BULLYING POLICY

Policy	Anti-Bullying Policy
Received/first adopted*	
Origin	
Statutory/Non-Statutory	Deemed as Statutory
Reviewed/approved* by Leadership Team	
Ratified/Reviewed* by Committee FGB/Curriculum/F&R/Personnel	Personnel 07/10/2014
Ratified/Reviewed by FGB	03/12/2014
Published to Governor's area on Website	04/06/2015
Published in school	09/12/2014
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Reviewed	Biennial

## Statement of intent

This policy should be read in conjunction with the e-safety policy, behaviour policy and Child Protection Policy. It has been written with reference to 'Kidscape guidance' (National Anti-Bullying Charity) on 'Anti-bullying School Policy and Procedures'. This policy extends beyond the school premises and is also implemented when travelling to and from school, on the visits and exchanges programme, after school clubs and activities and in cyber-bullying incidents.

## Essex Vision Statement

In 2008, after a period of consultation with schools and other partners, Essex County Council adopted the following definition of bullying.

"Bullying is any behaviour which is perceived by the targeted individual or any other person, as intending to hurt, intimidate, frighten, harm or exclude. It is usually persistent and an abuse of power, leaving the targeted individual feeling defenceless."

## School Policy

Every student at the Anglo European School has the right to enjoy her / his learning and leisure time free from intimidation both physical or verbal. Students should feel confident that if they are bullied, they will be listened to and every effort will be made to stop the bullying as soon as possible. It is the intention of this policy to explain to students, parents and staff what we will do when someone talks to us about bullying. The anti-bullying policy applies to *all* members of the school community.

In accordance with the 'Education Act 2002, the Education and Inspectors Act 2006 and the Equalities Act 2010,' our school ethos helps to create a secure and safe environment for all members of our school community to study and work within. Differences amongst us and cultural diversities are celebrated. Bullying will not be tolerated. Students who are targeted will be treated sympathetically if they tell someone it has happened to them. The Headteachers and all staff take the lead in creating a climate in which students will be encouraged to report any bullying incident immediately in the expectation that it will be dealt with urgently and fairly.

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 forward with them, which will reduce and ultimately eliminate their difficulties (see 'Guidelines for reporting incidents').

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. Senior staff are available to all members of the school staff if they feel that bullying is taking place in their work area. The school recognises that issues of bullying can be complex and therefore deals with each incident on a case by case basis.

## What is Bullying?

Bullying is unacceptable behaviour which results in somebody feeling hurt, threatened, frightened or intimidated. Bullying may be peer to peer, teacher to student or student to teacher. There are many ways that bullying is defined, but it is almost always seen to be actions which are:

- Deliberately hurtful
- Repeated over a period of time
- Difficult for victims to defend themselves against

The main ways that bullying is seen to occur is:

- **Physical:** pushing, kicking, hitting, and any other forms of violence or threats.
- **Verbal:** name-calling, sarcasm, spreading rumours, persistent teasing.
- **Emotional:** excluding, tormenting (i.e. hiding books, threatening gestures), ridicule, humiliation.
- **Racist:** racial taunts, graffiti, gestures.
- **Sexual:** unwanted physical contact, abusive comments, homophobic abuse.
- **Cyber – bullying:** Using Information and Communication Technology (ICT), particularly mobile phones and the internet (Social Interaction and messaging), deliberately to upset someone else.

Indeed, 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. Bullying may be peer to peer, teacher to student or student to teacher.

## Symptoms

A child may be targeted for any number of reasons, for example, as a result their accent, their looks or behaviour, none of which are tolerated. A child may indicate through signs or behaviour that he/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 the school
- Doesn't want to go on a bus
- Changes their route to the School
- Is anxious to be driven in
- Changes their usual routine
- Is unwilling to go to school 'school anxious'
- Begins to truant
- Becomes withdrawn, anxious or lacking in confidence
- Starts stammering
- 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 a bully)
- Has money continually 'lost'
- Has unexplained cuts or bruises
- Comes home starving (money/lunch has been stolen)
- Becomes aggressive, disruptive or unreasonable
- Is bullying other children and 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 and jumpy when a cyber-message is received
- Attempts or threatens suicide or runs away
- Cries themselves to sleep or has nightmares

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

## Equal Opportunities

This School is committed to working towards equal opportunities in all aspects of School life. All resources used will support this commitment.

## Prevention

It is the intention of the school to deal with bullying, but also to do all that we can to prevent it from happening in the first place. We aim to achieve this in the following ways:

- Time is given in the curriculum, in the PSHE programme, to examine issues in bullying.
- The school works with outside agencies as appropriate to develop the social skills of students and to promote understanding and support for each other.
- Where possible, students will be actively involved in helping both the target(s) and perpetrator(s) address the difficulties in a bullying issue, e.g. using our Helping Hand, (students are linked to Year 7 and 8 forms and are available for students to talk to if they have any concerns), Train Ambassadors and buddies.
- Anti-Bullying will be discussed within tutor period and in assemblies. When available, outside groups with specialist skills will be invited into school.
- Make means available for students to 'tell' that there are problems e.g. via the anti-bully box, Helping Hands email, Helping Hands students, Teachers, Year Leaders, Pastoral Manager and Form Tutors.
  
- Before school, at break time and the end of the day, there are staff on duty who students can talk to if they have any concerns.

### The school has a clear duty to:

- Create an environment that promotes a 'telling and listening' attitude
- Promote respect and tolerance for each other and teach students to value diversity in all its forms
- Ensure that students who bully understand that their behaviour is unacceptable and will be stopped
- Develop assertive skills in students that will help them to avoid being bullied

### The school evaluates the levels and extent of bullying that takes place by:

- Student well-being questionnaires
- SHUE (Schools Health Education Unit) Survey
- Analysis of bullying incidents in school bullying logs

We strive to ensure that bullying at The Anglo European School is not tolerated. The good relationships that exist between staff and students encourages students to feel confident to report any incidents of bullying that happen to themselves or others. In the event of a bullying incident or situation, the following guidance should be followed:

## Guidelines – responding to incidents

- When a bullying incident is reported, the disclosure will be taken seriously and acted upon promptly.
- Information from various sources will be gathered by the Year Leader, who will inform a senior member of staff. The bullying records will be regularly monitored and follow up interviews with students will be implemented as appropriate.
- The relevant member of the senior leadership team will normally oversee the investigation and ensure that all those with an active concern in the incident, particularly, the student(s) and parents are kept informed both at the investigation stage and in the subsequent follow up.
- An assessment will be made for any immediate potential danger and suitable arrangements will be made for the student(s) as appropriate
- When the investigation has been completed, the action required will be communicated to all parties and recorded as a bullying incident on the ‘Cyberbullying/Bullying incident form’. This may include sanctions. When necessary and appropriate, police will be consulted.
- The student statement form and associated accounts related to the incident will be placed in the target’s and perpetrator’s file. These files will be held according to school policy.
- Arrangements will be put in place to monitor whether the bullying has been stopped. This will continue for as long as necessary. Bullying incidents will be entered in the bullying logs on SIMs.

## Actions

Students who have been targeted will be supported by one or more of the following, as appropriate:-

- 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

Students 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

The following disciplinary steps may also be taken:

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

## The role of the school

- The school issues a Home-School agreement, which sets out expectations of the school, parents and student, which is signed by both parties
- Regular training for all members of the school community is undertaken as part of the schools induction programme
- Students follow a programme throughout their PHSE programme using resources from Kidscape
- The school monitors, evaluates and reviews its anti-bullying programmes and policies
- The school promotes positive behaviour and teachers follow the rewards system (see Rewards Policy)
- Anti-bullying work is undertaken as part of the Citizenship programme of study
- The school will not tolerate any form of bullying, including Cyber-bullying (see e-safety policy)
- The schools assembly system addresses issues of bullying and e-safety
- Parents are all informed of e-safety issues at ‘Settling in Evening’
- The school reserves the right to report any inappropriate behaviour to the police
- We recognise the right of parents to refer matters to the police

## The role of the governors

- There is a named Anti-Bullying Governor
- Anti-bullying strategies are discussed as part of the policy review at Governors’ Personnel Committee.
- The Governing Body and the school are aware of their statutory duties with regard to behaviour and bullying (note: this includes compliance with equalities legislation)
- The governing body and the wider school community have a shared definition of bullying; an anti-bullying policy that is understood by all; and that pupils, staff and parents and carers have access to the policies

## The role of the parents

- Parents are required to make the school aware of any incidents of bullying
- Parents are expected to support the school’s anti-bullying policy and support any sanctions awarded by the school towards the perpetrator
- Threatening or intimidating behaviour by parents will not be tolerated
- In the event of such an occurrence, all communication with the school will be restricted to an allocated member of the Senior Leadership Team and the adult may have restricted access to the school site
- Parents have the right to refer matters to the police

## The role of the students

- Students are to report any incidents of bullying which they witness or have heard of to a member of staff in the school.
- Students are expected to participate fully in the anti-bullying programme within school.
- In Year 10, students have the opportunity to become a Helping Hands mentor or Train Ambassador.

## Training

- Helping Hands and Train Ambassador students undertake annual training.
- Staff are made aware of the Anti-Bullying Policy via the schools' induction programme, training days and policy review process.

## Monitoring, Evaluation and Review

The school will review this policy and assess its implementation and effectiveness annually. All bullying incidents are logged on SIMs and monitored for consistency of application. The policy will be promoted and implemented throughout the school.

## The Role of External Agencies and Procedures for their Involvement

The school will report serious incidents to the police or where there is a safe-guarding concern, a referral will be made to Social Services. External Agencies will be used to support and assist the teachers in the development of the classroom-based work and on a one to one basis as appropriate. They will be required to work within the school's moral framework outlined earlier. Every individual who has contact with the students on a one to one basis will be DBS checked.

## Confidentiality

Students will be made aware that some information cannot be held confidentially and that their best interests will be maintained.

## Disclosure or Suspicion of Possible Abuse

The Anglo European School has a Child Protection Policy and procedure for dealing with child abuse based on DfE guidelines and recommendations.

## Complaints

If there is a concern about the anti-bullying procedure in place, then parents have the right to make a formal complaint, see the schools complaints procedures.

## HELP ORGANISATIONS:

Advisory Centre for Education (ACE)	020 7354 8321
Children's Legal Centre	01206 873820
KIDSCAPE (Parents Helpline, Mon-Fri 10-4)	020 7730 3300
Parentline Plus	08088 002222
Youth Access	020 8772 9900
CEOP (Child Exploitation and Online Protection)	0870 000 3344