

Dudley House School

Anti-bullying Policy



DOCUMENT INFORMATION			
Reviewed by:	Headteacher	Review Cycle:	2 yearly or as needed
Last Review:	November 2023	Next Review:	November 2025

1. Aims

As a Seventh-day Adventist Christian School, we believe that all were made by God, and all have equal value in His sight. We believe that as His children, we are expected to treat all with dignity and respect regardless of race, gender, ability and physical disability. 'Respect' is promoted as part of our values programme; we provide pupils with the opportunity to experience, understand and value diversity. We are committed to challenging negative attitudes/behaviours and to developing a culture of awareness and inclusion. We are proud of our inclusive ethos and strive to create a safe and caring environment in which all our pupils experience success and happiness.

At Dudley House School, it is our aim that every pupil will be given the opportunity to learn and thrive in a safe and secure environment. We promote the welfare of all children in our care and seek to protect them from those who wish to hurt them physically, either mentally or emotionally.

Bullying is wrong and damages children. We therefore do all we can to prevent it, by developing a school ethos in which bullying is unacceptable. We aim, as a school, to produce a safe and secure environment where every individual can learn without anxiety.

We aim to produce a *consistent* school response to any bullying incidents that may occur. We further aim to make all those connected with the school aware of our views on bullying, and we make clear each person's responsibility concerning the eradication of bullying in our school. All staff, including TAs and volunteers must read and sign the anti-bullying policy. Parents receive information via the Parent Handbook, newsletter, parents' evening and meetings with staff and via the school website.

2. Purpose of the Policy

This policy outlines what Dudley House School will do to prevent and tackle bullying. The policy has been drawn up through the involvement of the whole school community and we are committed to developing an anti-bullying culture whereby no bullying, including between adults or adults and children and young people will be tolerated.

At Dudley House School responsibility for promoting positive behaviour is shared by all. Behaviour can be a way of communicating need. We realise that instilling positive behaviour is reliant upon clear lines of communication and responsibility between all members of the school community including all staff, pupils, parents and governors. The relationship between staff members and pupils plays a critical role in the development and maintenance of positive behaviour. Staff/pupil relationships should be based on respect and unconditional positive regard with all staff taking the lead in this.

3. Our school community:

- Discusses, monitors and reviews our anti-bullying policy and practice on a regular basis.
- Supports all staff to promote positive relationships to prevent bullying and will intervene by identifying and tackling bullying behaviour appropriately and promptly.
- Ensures that pupils are aware that all bullying concerns will be dealt with sensitively and effectively; that pupils feel safe to learn; and that pupils abide by the anti-bullying policy.
- Reports back to parents/carers regarding their concerns on bullying and deals promptly with complaints. Parents/carers in turn work with the school to uphold the anti-bullying policy.
- Seeks to learn from good anti-bullying practice elsewhere and utilises support from the Local Authority and other relevant organisations when appropriate.

4. Definition of bullying

The ABA (Anti-Bullying Alliance) defines bullying by as 'the repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power'. Bullying can be physical, verbal, emotional or via mobile phones and the internet (cyber bullying). Bullying can include name-calling, taunting and mocking, making offensive comments by mobile phone, kicking, hitting and pushing, taking belongings, inappropriate text messaging and e-mailing, sending offensive or degrading messages by text, Instant Messenger, through websites and social media sites and apps, sending offensive or degrading images or via the internet, producing offensive graffiti, excluding people from groups, spreading hurtful and untruthful rumours and gossiping.

It is important for our whole school community to be on the lookout for signs of bullying. Children and young people who are being bullied should be encouraged to report any incidents to a trusted adult.

If your child is being bullied, please talk to your child's school and give them as much information as possible, including the dates, places and names of children involved. All incidents of bullying will be investigated and staff will try to deal quickly, effectively and sensitively with every incident of bullying.

The school will work with you, your child and the child displaying bullying behaviour to resolve the situation. Children who bully must be given the opportunity to hear about and face up to the pain, hurt, distress and anger they have caused to others. Punishment does not help to repair relationships and can result in further retaliation.

5. Forms of bullying covered by this Policy

Bullying can happen to anyone. This policy covers all types of bullying including:

- Bullying related to race, religion or culture.
- Bullying related to SEND (Special Educational Needs or Disability).
- Bullying related to appearance or physical/mental health conditions.
- Bullying related to sexual orientation (homophobic bullying).
- Bullying of young carers, children in care or otherwise related to home circumstances.
- Sexist, sexual and transphobic bullying.
- Bullying via technology – "cyberbullying"

6. Preventing, identifying and responding to bullying

When a member of school staff becomes aware of misbehaviour, they should respond predictably, promptly, and assertively in accordance with the school behaviour policy. The first priority should be to ensure the safety of pupils and staff and to restore a calm environment. It is important that staff across a school respond in a consistent, fair, and proportionate manner so pupils know with certainty that misbehaviour will always be addressed. De-escalation techniques can be used to help prevent further behaviour issues arising and recurring and schools may use pre-agreed scripts and phrases to help restore calm. (*Behaviour in schools, Advice for Head Teachers and school staff July 2022*)

The school community will:

- Create and support an inclusive environment which promotes a culture of mutual respect, consideration and care for others which will be upheld by all.
- Work with staff and outside agencies to identify all forms of prejudice-driven bullying.

- Actively provide systematic opportunities to develop pupils' social and emotional skills, including their resilience.
- Provide a range of approaches for pupils, staff and parents/carers to access support and report concerns.
- Challenge practice which does not uphold the values of tolerance, non-discrimination and respect towards others.
- Consider all opportunities for addressing bullying in all forms throughout the curriculum and supported with a range of approaches such as through displays, assemblies, peer support and the school/student council.
- Regularly update and evaluate our approaches to consider the developments of technology and provide up-to-date advice and education to all members of the community regarding positive online behaviour.
- Train all staff including teaching staff, support staff (including administration staff, lunchtime support staff and site support staff) and pastoral staff to identify all forms of bullying, follow the school policy and procedures (including recording and reporting incidents).
- Proactively gather and record concerns and intelligence about bullying incidents and issues to effectively develop strategies to prevent bullying from occurring.
- Actively create "safe spaces" for vulnerable children and young people.
- Use a variety of techniques to resolve the issues between those who bully and those who have been bullied.
- Work with other agencies and the wider school community to prevent and tackle concerns.
- Celebrate success and achievements to promote and build a positive school ethos.

4. Preventing and Responding to Bullying

The school does not tolerate bullying in any form and children who bully are entered onto the procedures for dealing with unacceptable behaviour, which can be found in the behaviour policy. This procedure provides opportunity for intervention strategies and close monitoring and can lead to written warnings and exclusion, if there is no improvement.

The school aims to educate the children regarding positive behaviours. Assemblies, PSHE & RE lessons, the School Council, buddy systems, school displays, policies and staff/parent communication are all utilised in educating against bullying and towards respect and acceptance of each other.

Pupils are supported to understand and exemplify our school values in and out of school. The children are regularly involved in work around the values to reinforce expectations and to instil context and meaning (ref PSHE policy). All staff members will congratulate children for their efforts in demonstrating these values. All new children arriving in school are introduced to our values as part of their induction.

All individuals within the school community have a part to play in ensuring that the school is a safe and happy place for all. This policy identifies and outlines the roles and responsibilities of all those involved in the procedures that are connected with this policy.

5. The Role of the Governing Body

The Governing Body will:

- delegate responsibility to the Headteacher to eliminate all forms of bullying,
- delegate responsibility to the Headteacher to keep records of all incidents and to monitor the different types of bullying, reporting to Governors on this,
- delegate responsibility to the Headteacher to ensure all school personnel are aware of and comply with this policy,
- assume responsibility for ensuring that the school complies with all relevant legislation,
- nominate a designated governor to ensure appropriate action is taken to deal with any breaches to the policy and to report back to the Governing Body,
- support the Headteacher in all attempts to eliminate bullying,
- ensure that funding is in place to support the policy and
- exercise its functions with a view to safeguarding and promoting the welfare of all pupils at the school.

6. The Role of the Headteacher

The Headteacher will:

- implement this policy,
- report incidents of bullying to governors,
- work to eliminate all forms of bullying and create a safe and secure school environment in which everyone says 'no' to bullying,
- reinforce behavioural expectations at every opportunity, including anti-bullying week and assemblies,
- investigate all incidents of bullying,
- use records to track pupils through school,
- ensure that the school supports any pupil who has been bullied,
- impose sanctions on those who bully,
- ensure that the school works with the bully to promote wanted behaviour,
- ensure that all school personnel are aware of this policy and work preventatively (see point 4) and proactively to address bullying,
- ensure effective supervision is in place,
- ensure that the PSHE and RE curriculum help to educate against bullying,
- ensure school personnel record and report incidents of bullying,
- utilise the school council and playground buddies in ensuring a happy environment for the children,
- ensure that all pupils know that bullying is wrong,
- ensure that all parents are aware of this policy and know that the school does not tolerate bullying,
- monitor the effectiveness of this policy.

7. Procedures for Dealing with Unacceptable Behaviour

If a child engages in the following unacceptable behaviour: lack of respect, violence, threatening behaviour including bullying, deliberate disobedience, discrimination or deliberate vandalism of school property, s/he will be taken to the Headteacher with an Incident Form.

After being taken to the Headteacher the pupil completes a reflection sheet. The Headteacher verifies the events and then puts into action the 'Procedure for Dealing with Unacceptable Behaviour'.

Parents are informed of the situation, by the Headteacher in a meeting. Parents are given a copy of the Procedures for Dealing with Unacceptable Behaviour to say they have been notified of the behaviour and are aware of the next steps. School staff and parents work together to promote wanted behaviour.

In the Early Years, staff will bring to the attention of the Class Teacher, any behaviour which is unacceptable. The Teacher will meet with the parents to address and resolve the behaviour alongside guidance from external bodies, if required. If there is no improvement, the Head Teacher will be informed.

If the bully shows no sign of improvement, a written warning will be issued, clearly stating what the unacceptable behaviour is, along with an invitation for parents/carers to meet with the Headteacher and the Class Teacher.

The school then sets up an intervention programme (involving parents/carers) which will seek to eliminate the unacceptable behaviour. The child's behaviour will be monitored via the Headteacher's Report Card.

If the unacceptable behaviour persists, a second written warning is issued. Strategies are reviewed and a further review date is set. If at this second review the behaviour is still deemed to be unsatisfactory, the matter will be referred to the Discipline Committee. The conclusion of the Discipline Committee will determine the next course of action, which may include temporary or permanent exclusion.

The school does not tolerate bullying of any kind and acts immediately to stop any such behaviour. If we discover that an act of bullying or intimidation has taken place, we act immediately to stop any further occurrences of such behaviour. The school does everything in its power to ensure that all children end the school free from fear. This also includes cyber bullying in and out of school.

8. The Role of School Personnel

School staff must:

- comply with this policy,
- be aware of the signs of bullying in order to prevent it,
- be vigilant and pro-active, especially in the playground, to ensure that pupils behave appropriately towards each other and that potential incidents of bullying are avoided through timely intervention,
- take all forms of bullying seriously and act immediately to ensure the safety of the pupils and to prevent further incidents from taking place,
- log all incidents and report all incidents of bullying to the Headteacher, in line with school procedures,
- take all forms of bullying seriously,
- ensure that all pupils know what to do if they are bullied,
- support any pupil who has been bullied,
- educate pupils against bullying and its effects through PSHE and RE lessons (to include role-play and discussions),

- encourage the development of self-esteem and respect for all by praising, rewarding and celebrating the success of all children and
- use preventative strategies such as circle time to address and resolve conflicts and buddy systems and the school values programme to educate against bullying and promote wanted behaviour.

9. The Role of the Pupils

Pupils must:

- know and follow the school rules and procedures about bullying,
- be confident that the school rules and procedures are there to protect all children and that the school will deal with all reports of bullying,
- immediately report to a member of staff if they are being bullied,
- immediately report to a member of staff if they see someone else being bullied,
- speak to their parents/carers about any problems with bullying or anything they are unhappy about in school,
- suggest ways of preventing bullying through the School Council,
- treat each other, each other's work and equipment with respect,
- talk to others without using language that is abusive or offensive and
- know that if they bully, the incident will be reported and recorded, that parents/carers, Headteacher and Governors will be informed and that there will be consequences.

10. The Role of the Parents

Parents must:

- be aware of and support this policy,
- actively encourage and support their children in being kind and respectful members of the school community and wider society,
- report to the school any concerns they have about a child being bullied,
- report to the school any concerns they have about a child who is bullying,
- report to the Headteacher if bullying is deemed to be taking place by the Teacher (refer to the Complaints Policy),
- report to the Chair of Governors if bullying is deemed to be taking place by the Headteacher (refer to the Complaints Policy),
- be assured that the school will deal with all incidents of bullying and
- be assured that they will be informed of any incidents of bullying that takes place, pertaining to their child.

10. Monitoring and review

This policy is monitored by the Headteacher, who reports annually to the Governors about the effectiveness of the policy. The Headteacher monitors and evaluates the policy. Analysis will include examining the behaviour log for patterns of behaviour against specific characteristics and cohorts.

11. Links to legislation

There are a number of pieces of legislation which set out measures and actions for schools in response to bullying as well as criminal law. These may include:

- The Education and Inspection Act 2006, 2011
- The Equality Act 2010

- The Children Act 1989
- Protection from Harassment Act 1997
- The Malicious Communications Act 1988
- Public Order Act 1986
- The Computer Misuse Act 1990
- Behaviour in schools, Advice for Head Teachers and school staff July 2022

12. Links to other policies

- Behaviour Policy
- Complaints Policy
- Safeguarding and child protection Policies
- e-Safety (Online Safety) and Acceptable Use Policies (AUPs)
- Curriculum Policies such as: PSHE and Computing
- Social media policy

Additional Content

Supporting Pupils

Pupils who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with their teacher or a member of staff of their choice
- Being advised to keep a record of the bullying as evidence and discuss how respond to concerns and build resilience as appropriate.
- Reassuring the pupil and providing continuous support
- Restoring self-esteem and confidence
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance

Pupils who have bullied will be helped by:

- Discussing what happened and establishing the concern and the need to change
- Informing parents/carers to help change the attitude and behaviour of the child
- Providing appropriate education and support
- If online, requesting content be removed and reporting account/content to service provider
- Sanctioning in line with our behaviour for learning policy. This may include fixed-term and permanent exclusions.
- Speaking with police or local services

Supporting Adults

Adults (staff and parents) who have been bullied or affected will be supported by:

- Offering an immediate opportunity to discuss the concern with the designed lead and/or the Head Teacher
- Being advised to keep a record of the bullying as evidence and discuss how respond to concerns and build resilience as appropriate.
- Where the bullying takes place outside of the school site then the school will ensure that the concern is investigated and that appropriate action is taken in accordance with our behaviour for learning policy
- Reassuring and offering appropriate support
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance

Adults (staff and parents) who have bullied will be helped by:

- Discussing what happened with a senior member of staff and establishing the concern
- Clarifying the school's official procedures for complaints or concerns
- If online, requesting content be removed and reporting account/content to service provider Instigating disciplinary, civil or legal action

Supporting Organisations and Guidance

- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Beat Bullying: www.beatbullying.org
- Childline: www.childline.org.uk
- DfE: “Preventing and Tackling Bullying. Advice for headteachers, staff and governing bodies”, and “Supporting children and young people who are bullied: advice for schools” March 2014:
➤ <https://www.gov.uk/government/publications/preventing-and-tackling-bullying>
- DfE: “No health without mental health”: <https://www.gov.uk/government/publications/no-healthwithout-mental-health-a-cross-government-outcomes-strategy>
- Family Lives: www.familylives.org.uk
- Kidscape: www.kidscape.org.uk
- MindEd: www.minded.org.uk
- NSPCC: www.nspcc.org.uk
- PSHE Association: www.pshe-association.org.uk
- Restorative Justice Council: www.restorativejustice.org.uk
- The Diana Award: www.diana-award.org.uk
- Victim Support: www.victimsupport.org.uk
- Young Minds: www.youngminds.org.uk
- Young Carers: www.youngcarers.net

Cyberbullying

- Childnet International: www.childnet.com
- Digizen: www.digizen.org
- Internet Watch Foundation: www.iwf.org.uk
- Think U Know: www.thinkuknow.co.uk
- UK Safer Internet Centre: www.saferinternet.org.uk

LGBT

- EACH: www.eachaction.org.uk
- Pace: www.pacehealth.org.uk
- Schools Out: www.schools-out.org.uk
- Stonewall: www.stonewall.org.uk

SEND

- Changing Faces: www.changingfaces.org.uk
- Mencap: www.mencap.org.uk
- DfE: SEND code of practice: <https://www.gov.uk/government/publications/send-code-of-practice-0to-25>

Racism and Hate

- Anne Frank Trust: www.annefrank.org.uk
- Kick it Out: www.kickitout.org
- Report it: www.report-it.org.uk
- Stop Hate: www.stophateuk.org
- Show Racism the Red Card: www.srtrc.org/educational