**04.03 - Anti-Bullying Policy – Including anti cyber bullying policy** (ISI Policy A8/NMS Policy BI)

| Written by | Ross Andrew, Deputy Head Pastoral |
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| Date for Review | Jan 2025 |
| Scope of policy | EYFS, Pre Prep, Prep School & Boarding |

*This policy applies to all parts of the School, including the EYFS and must be read in conjunction with:*

- *Safeguarding Policy 4.15*
- *Online Safety Policy 4.30*
- *Rewards,Behaviour, Discipline and Exclusion Policy*
- *The Complaints Policy*
- *KCSIE 2024*

## INTRODUCTION

All bullying is unacceptable.

At Saint Ronan's we aim to create a caring and supportive environment where bullying is not tolerated, in which pupils can report bullying and in which all members of our community work to uphold 'What really matters' and our Ronian characteristics.

We want all staff, parents and pupils to be aware of the negative effects on bullying on individuals and the School and community in general.

All members of the School community, including all staff, are expected to base their behaviour on respect for others, regardless of differences of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnerships and pregnancy and maternity.

Bullying is always an abuse of power. In extreme cases, it may be punished by suspension or, ultimately, expulsion.

Bullying can result in serious pain and distress to the victim and can have long lasting effects both physically and emotionally  Bullying of a physical or non-physical type, may lead to a loss of confidence, loss of self-esteem and lasting psychological damage for the individual. If it is not dealt with, bullying can, in the extreme, lead to suicide. If bullying does occur, all pupils should be able to tell someone and know the incident will be dealt with promptly and effectively. Anyone who knows that bullying is taking place is expected to tell a member of staff, a parent or a friend. Abuse is abuse and should never be tolerated or passed off as "banter" or "part of growing up".

Bullying can be motivated by prejudice against particular groups, for example, on grounds of race, religion, culture, sex, homophobia, special educational needs and disability; or because a child is adopted or is a carer. It may occur directly or through cyber-technology (social websites, texting, photographs and email). Bullying can differ according to gender and includes hazing and initiation for boys.

The School recognises that it must take note of bullying that takes places outside the School and is brought into school. This includes Cyber bullying which is discussed later.

A bullying incident should be addressed as a child protection concern when there is "reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm". Where this is the case, staff should report their concerns to Emma TV (DSL) or Ross Andrew (DHP)

## Aims of this policy

1. To prevent bullying at Saint Ronan's and therefore ensure children:
   - Are protected from harm.
   - Are confident, safe, well supported and cared for.
   - Achieve their potential in education.
   - Have a happy and stimulating childhood.
   - Grow up physically and mentally healthy.
   - Feel good about themselves and respect others.
   - Develop the essential personal and social skills to help them throughout life.
   - Become active citizens and partake in society.

2. To raise awareness of bullying, to recognise bullying behaviour and what can be done about it amongst children, parents and staff.

3. To ensure that all staff and children have knowledge of, and access to, a support structure within the School.

4. To provide guidelines for dealing with instances of bullying.

5. To ensure that the School's approach to bullying is a consistent one, whilst constantly evaluating this policy.

## WHAT IS BULLYING?

**Bullying is defined as behaviour by an individual or group, which <u>could happen once</u> or is repeated over time, that intentionally hurts another individual or group physically or emotionally. Bullying can take many forms and is often motivated by prejudice against particular groups for example, on the grounds of race, religion, culture, sex, gender, homophobia, special education needs or disability, or because a child is adopted or a carer or by any actual or perceived differences between children. Bullying on the basis of protected characteristics is taken extremely seriously.**

**Bullying may be recognised as a form of Peer on Peer abuse and may be dealt with under the Safeguarding Policy.**

Bullying is not hierarchical; it can take place between pupils, pupils and staff, between staff, in groups, face to face or using a range of cyber bullying methods.

We understand that all children have disagreements with each other and fall out from time to time. We need to be sure to distinguish this from the bullying referred to above.

**The main types of bullying can be identified:**

Physical        Hitting, kicking, taking, punching, biting, pinching or any action intended to hurt. Children may have their property damaged, hidden or stolen. Physical threats may be used by the bully in order that the child hand property over to them

Verbal          Name calling, teasing, insulting, writing or sending unkind notes or messages, including cyber bullying (see later)

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| Emotional | Being intentionally unfriendly, excluding, tormenting looks, spreading rumours. |
| Cyber | E Mail and internet chat room abuse, mobile phone threats by text, calls, social websites and youth generated sexual imagery. |
| Exclusion | Repeatedly and purposely isolated and excluded; this can be both online and offline. |
| Psychological | Emotional abuse that aims to manipulate, control, or demean another person through non-physical means. |
| Discrimination | Against protected characteristic, be it of age, gender, race, disability, religion or belief, sexual orientation, gender reassignment, marriage or civil partnerships, pregnancy and maternity |

Such behaviour will not be tolerated and is not viewed as an inevitable part of growing up, "having a laugh" or banter of any kind

People who show bullying behaviour can:

- Use words or actions to frighten others, by shouting or threatening people
- Exclude people by leaving them out of games or conversations
- Get others to do their bullying for them
- Sometime appear to be popular
- Enjoy the feeling of power they have over others
- Be unaware of the distress they are causing
- Encourage others to have extremist religious, social or political views which may support terrorism (radicalisation)

A bullying incident should be treated as a child protection concern when there is reasonable cause to believe that a child is suffering or likely to suffer significant harm.

**Specific types of bullying include:**

- Bullying related to race, colour, religion, belief or culture

- Bullying related to Special Educational needs of disability

- Bullying related to appearance or health conditions

- Bullying related to sexual orientation

- Bullying of young carers or looked after children or related to home circumstances

- Sexist or sexual bullying

- Bullying of adopted children

- Bullying using electronic forms of contact (Cyber bullying) see separate section towards the end of this policy.

**Signs and symptoms of bullying:**

- Is unwilling to go to school
- Becomes withdrawn, anxious or lacking in confidence
- Starts stammering
- Attempts or threatens self harm
- Cries themselves to sleep at night or has nightmares/bedwetting
- Regularly feels ill in the morning
- Has trouble with coping with school work
- Comes home with clothes torn or books damaged
- Has possessions going missing
- Has unexplained cuts and bruises
- Stops eating
- Is frightened to say what is wrong

All staff should be aware of these symptoms and speak to the child's Form tutor straight away, or in their absence the respective Assistant Heads (Pastoral), Emma TV or Ross Andrew

## HOW TO TACKLE BULLYING (PROCEDURES AGAINST BULLYING)

### 1) PREVENTION

- Through the awareness of this policy and making sure staff are familiar with the definition of bullying, that they understand the principles of the school policy and how to deal with bullying, signpost support to those affected. They should know how to report and record bullying.
- Through the PSHEE & RSE programme, assemblies, drama, chapel and tutor groups to promote an anti-bullying policy, the school's stance on it and develop pupils' understanding of the potential impact on the lives of others.
- By celebrating the positive culture in Saint Ronan's.
- By raising awareness amongst staff through training; encouraging them to be active in watching out for unsupervised situations / areas in which bullying can take place.
- By monitoring changes in pupil behaviour through our pastoral programme and AS tracking.
- By raising concerns during safeguarding issues in both Staff meetings and SMT.
- Promote awareness of where and when bullying is most likely to take place and ensure actions are taken to reduce risk.
- By raising awareness amongst pupils by making sure they are aware of the definition of a bully.
- By encouraging solidarity amongst pupils and making them realise that adults do have the ability to stop bullying.
- By raising awareness amongst parents, especially of the threat of cyber-bullying.
- Head Boy/Girl, Head of Houses and School Prefects have a responsibility to watch out for any forms of bullying and report them to a member of staff; either face to face or through the prefect's 'hooray' or 'grumble book'
- Ensure that parents are confident that the school will take any complaint about bullying seriously.
- Staff have a 'Code of Conduct' which makes clear that all members of staff have a statutory responsibility to safeguarding and promote the welfare of pupils. This duty should inform the way staff behave in the classroom and other workplaces in the school when they interact and communicate with the pupils. Staff must treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to their professional position. Verbal abuse and intimidatory or aggressive behaviour in the classroom or wider workplace will not be tolerated and will become a Disciplinary matter.

### 2) WHO CAN YOU TURN TO?

**Bullying behaviour can only be stopped if information is shared.**
A pupil who is being bullied or who sees another pupil being bullied, is urged to approach any member of staff or other responsible person as the best way to stop bullying is to get help.

**Those who can help might include:**
- A friend
- The Form Tutor
- A responsible older boy or girl (Prefect)
- Parents
- Any member of staff or trusted adult
- The School's Independent Listener (Dr Jo Christophers  jo.christophers@nhs.net )
- Childline (0800 1111)

- Office of the Children's Commissioner 0800 5280731
- Using the **"Confide"** button on the intranet. This can be used to send a message to a member of staff in confidence about **any** concern you might have, including bullying.

## 3) ACTION TO STOP BULLYING.

### (a) The immediate aims of this action must be:

- To prevent further bullying and to make the pupil feel safe at Saint Ronan's.
- To encourage the victim to take control over what happens next.

### (b) The eventual aims of this action must be:

- To increase the victim's self-esteem and assertiveness.

- To make the bully acknowledge and accept responsibility for his/her actions.

- A bullying incident must be communicated to those who can deal with it effectively. The Form Tutor has the responsibility for ensuring that an investigation takes place communicating or working with the appropriate Assistant Head (Pastoral), or in very serious cases, for passing on that responsibility to the Deputy Head (Pastoral) or, ultimately, the Headmaster.

- The member of staff investigating the incident must work with the victim and if possible obtain his/her consent for any further action.

### (c) Responding to bullying.

Every incident of bullying is different and will need sensitive handling by the member of staff dealing with it.

When a **disclosure** is made about a potential case of bullying, members of staff should adopt the following procedure:

2. The member of staff should listen to the concern, avoid asking leading questions and record what is said straight after the disclosure, using the pupil's actual words where possible.
3. Reassure the victim and offer support. The victim can be reassured that the situation will get better and that they were right to report the bullying.
4. The member of staff must then assess the nature of the bullying and decide whether to handle this at a tutor level or to refer on the Assistant Deputy Heads or the Deputy Head. This will depend on the severity of the bullying, the cause and any previous history.
5. The incident of bullying must be investigated fully, calling on witnesses and taking written accounts where possible.
6. We will give help and support to any victims of bullying and to anyone who brings issues to our attention.
7. We will also consider how any allegations of bullying affect the wider community and offer support accordingly.
8. Once the situation has been addressed, monitoring will continue to the situation does not recur.
9. Help will also be given to the alleged bully. The School will give support to enable a pupil to make a fresh start. However, repeated or persistent bullying, however minor, will not be tolerated.  It must take account of the fact that the victim's point of view is inevitably subjective. In all cases, the victim can feel immediately supported by any or all of the following:

10. If it is considered that the bullying is related to Child Protection, then the DSL (ETV) may contact the Local Authority in accordance with the Safeguarding policy and this may ultimately involve external agencies such as Early Help and Independent Counsellors to support the victim and/or tackle any underlying issue which has contributed to a child engaged in bullying.
11. If it is considered that a criminal offence may have taken place the school may liaise with the Police.

### (d) Sanctions

Sanctions
We will do all that we can to resolve issues of bullying though mediation, discussion and making bullies aware of the effect of their actions, but we will use sanctions against them when this is necessary in line with the <mark>Rewards, Behaviour, Discipline and Exclusion Policy</mark>

If a parent or pupil is not satisfied that an issue of bullying has been addressed appropriately they should speak to the Deputy Head Pastoral in the first instance and then, if still unhappy, refer to the Schools Complaints procedure.

### e) Recording incidents of Bullying

Issues of bullying/unkind behaviour are recorded on iSAMS, though minuses and minus and explain **(see policy 4.2)**. From this data unkind and unacceptable behaviour towards others is collated and recorded in the Behavioural Log to enable trends to be monitored.

The Behaviour Log (**L:\SMT\Record of serious disciplinaries\Behavioural Log**) enables us to collate incidents of bullying, poor behaviour and unkindness; to enable trends to be monitored that otherwise may go unnoticed. Within the Behaviour Log, behavioural traits are assigned to one or more of the following categories,

- **Physical**
- **Verbal**
- **Exclusion**
- **Emotional**
- **Cyber**
- **Unkindness**
- **Psychological**
- **Discrimination against protected characteristic**
- **Peer on Peer abuse**

As well as making sure the appropriate action is taken and situations followed up, this Log allows unwelcome trends to be monitored and acted upon (be it individuals, year groups, <mark>gender</mark> etc.) as well as ascertaining when the unkind behaviour has come to an end.

**USEFUL GUIDANCE WHEN WORKING TO SUPPORT CHILDREN**

**Advice to children if you think you are being bullied**

- Try to ignore the person who is attempting to bully you
- Walk calmly away from the situation if you can, without retaliating
- Tell someone what has happened, even if you have been warned not to
- Remember that there are likely to be others being bullied by the same person and so

you will be helping them too by talking about your experience
- Do not blame yourself
- If it feels safe to do so, say you would like them to stop

**Advice to children if you see someone else being bullied**

- Make sure that you do not get involved in the bullying as an easy way out of the situation
- Remember that if you are being a "bystander" and do nothing to help, then you are joining in with the bullying behaviour.
- Tell a trusted adult what you have seen to help stop the bullying behaviour
- Do not ignore it
- Think how you would feel in the other person's position
- Remember that bullying doesn't go away by itself
- Find a teacher and explain what you have seen/heard
- Remember that we are all responsible for maintaining the culture we would like

**Advice on how to avoid being a bully**

•Talk about problems rather than taking them out on someone else.

•Try to avoid confrontations –find somewhere to cool down.

•Think before you act or speak: might your words or actions hurt or upset anybody?

•Think very carefully before sending a text message, an email or posting on social
  media: could this hurt or upset anybody? Could it be misinterpreted?

**How parents may help:**

•If your child tells you they feel they are being bullied, talk with them about ways in which together you can let someone at school know how they are feeling and what has been happening. The School will not tolerate bullying and we will listen to the child and do everything we can to remedy the situation

•Listen to your child carefully as they tell you their experience and how it is making them feel

•If your child does not wish to talk with you about it, suggest that they talk to an adult they trust in School, or some children may choose to phone Childline

•If you suspect that your child is being bullied or is feeling unhappy about something, please contact the Form Tutor, Houseparent, Assistant Deputy Head (Pastoral) Deputy Head Pastoral or DSL and please also encourage your child to do the same. It is important to talk about a problem, and is something which may not feel easy the first time.


**f) Cyber bullying- What is it?**

**Cyber bullying is an aggressive, intentional act carried out by a group or individual using electronic forms of contact once or repeatedly over time against a victim, who cannot easily defend him or herself**

There are 7 identified categories of cyber bullying:

- Text message bullying including sexting, trolling, stalking.
- Picture/video clip bullying via mobile phone
- Phone call bullying via mobile phone
- E Mail bullying
- Chat room bullying
- Bullying via websites

- Bullying via instant messages
- Up loading derogatory things about someone
- Impersonation

Examples include:

- Using chat rooms, blogs or social networking platforms or websites such as Facebook to be critical about people by posting offensive comments about them.
- Harassment or "cyber stalking"
- Posting private information or images of other people on websites without their permission
- Making threats or being intimidated via e technology
- Encouraging exclusion or peer rejection via e technology
- Impersonating someone via e technology
- Being a bystander who passes on or shows to others images designed to humiliate
- Taking part in online polls or discussion groups designed to hurt someone.

Cyberbullying can have a far greater impact on the victim because it is very intrusive. Cyber bullies are able to invade their victim's personal space- whether they are at home or at school- anonymously and continuously. They have the ability to broadcast upsetting messages and images rapidly on to a potentially huge audience and to continue to do so repeatedly. Cyberbullying can therefore be relentless and inescapable. It can take the form of peer on peer bullying or across generations such as pupil to teacher or vice versa.

## Anti Cyber Bullying strategy

The best way to deal with cyber bullying is to **prevent** it happening in the first place.

We aim to do this by educating and training pupils and staff about the impact of cyber bullying and the ways in which it differs from other forms of bullying. They are made aware of their responsibility in their use of ICT and we encourage all members of our community to treat one another with respect and sensitivity.

We encourage a culture of open communication between staff and pupils, so concerns can be reported with impunity and we promote the postiive and safe use of technology

It is made clear that misconduct outside school will be subject to school discipline if the welfare of other pupils is placed at risk.

(*see the School's Online Safety Policy*)

All incidents of cyber bullying reported to the school will be recorded on iSAMS and entered onto the Bullying log.

The school will take steps to identify the bully, where appropriate, such as examining system logs, identifying and interviewing possible witnesses, and contacting the service provider and the Police, if necessary.

**Procedure for those involved in Cyber bullying may include:**
- The school will take steps to identify the bully, where appropriate, such as examining system logs, identifying and interviewing possible witnesses, and contacting the service provider if necessary.
- Parent/carers may be informed.
- The bully will be asked to remove any material deemed to be inappropriate or offensive.
- Internet access may be suspended at school (and also encouraged at home) for the user for a period of time.

- The Police will be contacted if a criminal offence is suspected.

**Monitoring and reviewing the Anti bullying strategy and policy**

The Deputy Head Pastoral has a termly meeting with the Safeguarding Governor in which the bullying log is scrutinised.