



Anti-Bullying Policy

General Manager: Kathy Schutz and Filippe Bes

Relevant Director: James O'Connor (Executive Director)

Raksha Mahtani (Director of Human Values)

Jan Harvey (Head of Primary)

Drew Sparkman (Deputy Head of Secondary)

David Mendez (IB Coordinator)

Llorenc Mercer (Head of Culture)

(Signed) _____

Dated _____

(Directors)

(Signed) _____

Dated _____

(General Manager)

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Reviewed: August 2023

Next Review Date: August 2024

The purpose of this policy is to:

- Set out the key principles expected of all members of the school community at Green Valley School with respect to acceptable behaviours.
- Safeguard and protect the children, staff and community of Green Valley School.
- Assist school staff working with children to work safely and responsibly while monitoring their own standards and practice.
- Set clear expectations and/or codes of practice relevant to managing and dealing with challenging behaviour.
- Have clear structures to deal with physical, verbal, emotional, covert and virtual/online abuse or bullying.
- Ensure that all members of the school community are aware that unlawful or unsafe behaviour is unacceptable and that, where appropriate, disciplinary or legal action will be taken.
- Minimise the risk of misplaced or malicious allegations made against adults who work with pupils.

1. Introduction

There is no legal definition of bullying.

However, it's usually defined as behaviour that is:

- repeated
- intended to hurt someone either physically or emotionally
- often aimed at certain groups, e.g because of race, religion, gender or sexual orientation

It takes many forms and can include:

- physical assault
- teasing
- making threats
- name calling
- cyberbullying - bullying via mobile phone or online (eg email, social networks and instant messenger)

2 Aims and objectives

2.1 Bullying is wrong and damages individual children. We therefore do all we can to prevent it, by developing a school ethos in which bullying is regarded as unacceptable.

2.2 We aim, as a school, to produce a safe and secure environment where all can learn without anxiety, and measures are in place to reduce the likelihood of bullying.

2.3 This policy aims to produce a consistent school response to any bullying incidents, including those on electronic devices, that may occur. We aim to make all those connected with the school aware of our opposition to bullying, and we make clear each person's responsibilities with regard to the eradication of bullying in our school.

3 The role The Administration Team

3.1 The Administration Team supports the head teacher in all attempts to eliminate bullying from our school. The governing body will not condone any bullying at all in our school, and any incidents of bullying that do occur, will be taken very seriously, and dealt with appropriately.

3.2 The Administration team will keep thorough records of all bullying incidents and liaise with parents on actions taken. An open line of communication with all parents on this is essential.

4 The role of the relevant Director and Coordinators

4.1 It is the responsibility of the Directors and Coordinators to implement the school anti-bullying strategy, and to ensure that all staff (both teaching and non-teaching) are aware of the school policy and know how to identify and deal with incidents of bullying. The Directors reports to the General Manager about the effectiveness of the anti-bullying policy on request.

4.2 The relevant Coordinators, in this case the Human Values Director, Miss Raksha and Mr Mercer, Head of School Culture, ensures that all children know that bullying is wrong, and that it is unacceptable behaviour in this school. The Coordinator draws the attention of children to this fact at suitable moments. This is undertaken in a variety of ways, including through whole school assemblies, and when dealing with specific incidences of inappropriate behaviour. For example, if an incident occurs, the relevant Director or Coordinator may decide to use an assembly as the forum in which to discuss with other children why this behaviour was wrong, and why a pupil is being sanctioned.

4.3 This policy applies to all members of the Green Valley community, both in and out of school, as the relevant Director or Coordinator is required to regulate the behaviour of pupils when they are off the school site and impose disciplinary penalties for inappropriate behaviour and bullying. The relevant Director and staff at Green Valley will, when asked, direct parents to guidance and support to empower them to deal with bullying that occurs out of school. This is pertinent to incidents of bullying that occur outside of school and includes incidents of online

or cyber-bullying via email, social networks and instant messaging applications that may take place outside of the school but is linked to membership of the school.

4.4 The relevant Director or Coordinator ensures that all staff, including any lunchtime or after-school staff, receive sufficient information to be equipped to identify and deal with all incidents of bullying. The head teacher sets the school climate of mutual support and praise for success, so making bullying less likely. When children feel they are important and belong to a friendly and welcoming school, bullying is far less likely to be part of their behaviour.

5 The role of the teacher and support staff

5.1 All the staff in our school take all forms of bullying seriously and seek to prevent it from taking place. With the emergence of new technology, staff should be aware of e-safety issues related to the use of the internet, mobile phones, cameras and handheld devices and monitor their use and possible misuse in any incidents of bullying.

4.2 Teachers and support staff do all they can to support the child who is being bullied. If a child is being bullied over a period of time, ongoing work to support the child will take place. This is usually shared among the Teacher, Teaching Assistant and Behaviour Councillor (the Human Values Director). Parents are informed and reassured that the school takes this issue very seriously and will do its utmost to eradicate bullying and to support children who suffer forms of bullying.

4.3 When any bullying has taken place between members of a class, the teacher will ask our Human Values Coordinator to deal with the issue immediately. This may involve counselling and support for the victim, and sanctions for the offender.

4.4 Time is spent talking to the child who has done the bullying, explaining to them why their action was wrong and how they should change their behaviour in future. If a child is repeatedly involved in bullying, we inform the family support worker and relevant Director. We then invite the child's parents or carers into the school to discuss the situation. In more extreme cases, e.g. where these initial discussions have proved ineffective, the Administration Team may contact external support agencies, such as the social services or the police.

4.5 Teachers use a range of methods to help prevent bullying and to establish a climate of trust and respect for all. They use drama, role-play, stories, etc., within the formal curriculum, to help pupils understand the feelings of bullied children, and to practise the restraint required to avoid lapsing into bullying behaviour.

4.6 Circle time is used to praise, reward and celebrate the success of all children, and thus to help create a positive atmosphere.

6 The role of parents and carers

6.1 Parents are expected to do all they can to keep their child safe by modelling and enforcing positive behaviour. The school can advise parents on measures needed to keep their children safe; however, the school will not routinely act directly to address incidents at home.

6.2 Parents and carers have a responsibility to support the school's anti-bullying policy, actively encouraging their child to be a positive member of the school and wider community.

6.3 Parents and carers who are concerned that their child might be being bullied, or who suspect that their child may be the perpetrator of bullying, should contact their child's class teacher immediately. If they are not satisfied with the response, they should contact the head teacher.

7 The role of pupils

7.1 Pupils are encouraged to tell anybody they trust if they are being bullied, and if the bullying continues, they must keep on letting people know. In the case of inappropriate comments, suggestions or materials that they are exposed to online, they should report it and if possible keep the evidence.

7.2 Pupils are invited to tell us their views about a range of school issues, including bullying through questionnaires and meetings with their teachers and the relevant Director throughout the year.

8. Procedures

Procedures (Use the following procedures in conjunction with the school's behaviour policy – the severity of the bullying behaviour must be determined to ensure the right procedures are followed – see behaviour policy for guidance)

1. Children will speak with class teacher or a peer will inform on behalf of the child.
2. Class teacher will speak to the relevant Director or Coordinator and the severity of bullying will be determined. If deemed serious the children will be sent to the Human Values Coordinator or Head of Culture who will speak to the children involved. If it is deemed less serious the class teacher will speak with the children involved and note the incident in the Incident book.

3. The class teacher will keep the Administration Team informed where appropriate.
4. In all cases, incidences are recorded in the Incident Book managed by Miss Raksha. The word bullying should be used, if appropriate.
6. These records are reviewed annually by the relevant Director and Administration Team.
7. If necessary and appropriate, police will be consulted.
8. The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly.
9. An attempt will be made to help the bully (bullies) change their behaviour.

Outcomes

1. The bully (bullies) may be asked to genuinely apologise, dependent on the situation – the victim's wishes will always be considered. The bully (bullies) will be required to reflect on their behaviour and accept responsibility for their actions.
2. Where appropriate the school behaviour policy will be followed and the sequence of stepped sanctions applied, including fixed term and if necessary permanent exclusions.
3. If and where possible, the pupils will be reconciled.
4. After the incident / incidents have been investigated and dealt with, each case will be monitored by the class teacher ensure repeated bullying does not take place.

9. Monitoring and review

- 9.1 The effectiveness of our anti-bullying strategies are monitored by the relevant Director on an ongoing basis

10 Links to other policies

This policy should be read in conjunction with:

- Safeguarding and Child Protection Policy
- ICT Policy
- Behaviour Policy