



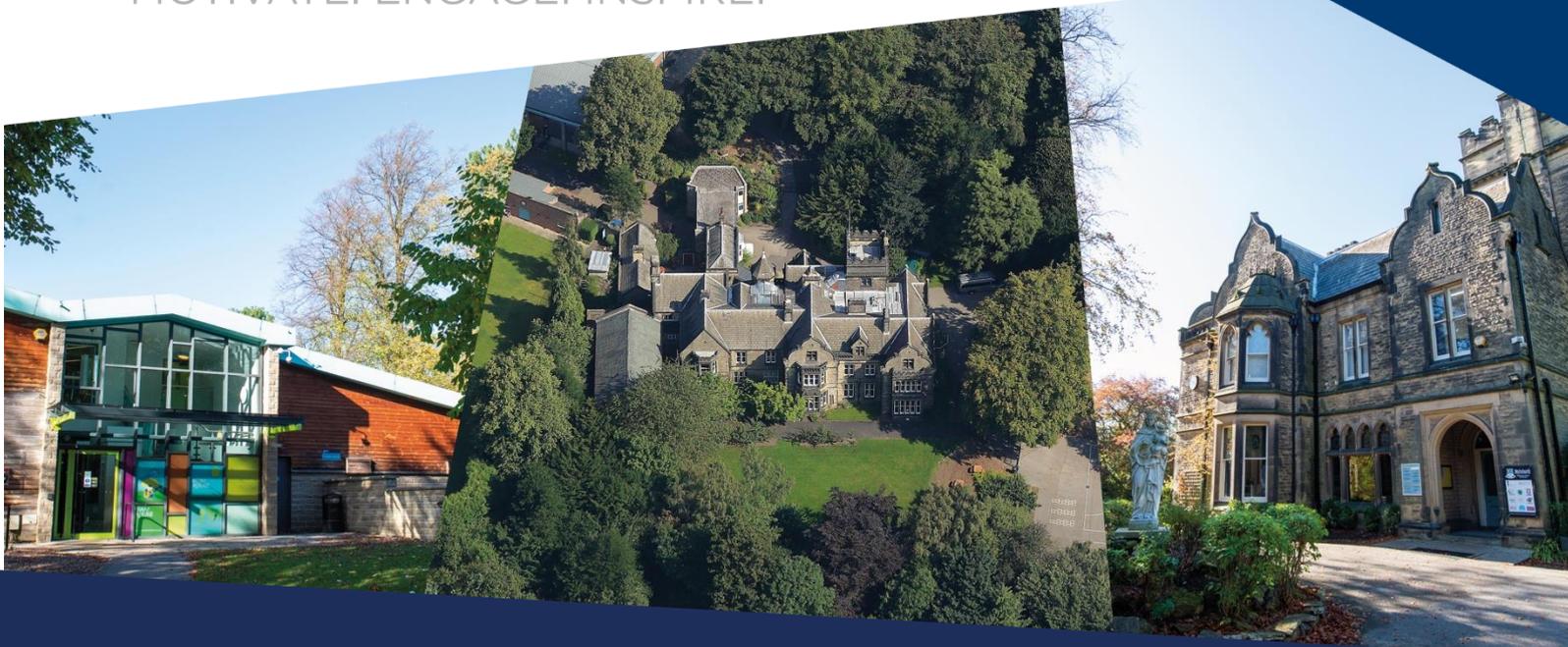
Mylnhurst

Preparatory School and Nursery



Mylnhurst
Campus Group

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Policy Document
Mylnhurst School & EYFS

Anti-bullying Policy

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Approved by SLT

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1. Rationale

At Mylnhurst, we place great importance on promoting the values of mutual respect, self-discipline and social responsibility, which equip pupils to strive to achieve a high standard of behaviour. Discipline is considered to be a collective responsibility of staff, parents/guardians, pupils and directors. It is achieved primarily through good relationships within our school community. We seek to promote 'positive behaviour' patterns and encourage all staff to deliver this through good role modelling, effective relationships and by judging each situation on its individual merits.

The Christian values upon which our school is founded are the basis of all that we do.

This policy has regard to the DfE document Preventing and Tackling Bullying.

2. Aims and Objectives

- Bullying is wrong and damages individuals. We therefore do all we can to prevent it by developing a school ethos in which bullying is regarded as totally unacceptable. We equip our staff with the training and guidance to: identify bullying, act effectively to stop it and promote an environment where bullying is never accepted or allowed to develop.
- We aim as a school to produce a safe and secure environment where everyone can develop their full potential without fear or anxiety and be respected as an individual.
- This policy aims to produce a consistent school response to any bullying incidents which may occur.



- We aim to make all those connected with the school aware of our opposition to bullying and make clear each person's responsibilities with regard to the eradication of bullying in our school.

3. Definition of Bullying

What is bullying?

Bullying may be defined as the intentional hurting of another pupil or group of pupils physically or emotionally that is repeated over time. It is often motivated by prejudice against particular groups, for example, on grounds of race, religion, culture, sex, gender, 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 media websites, mobile phones, text messages, photographs and email). Recognising the current KCSIE and being mindful of peer-on-peer abuse, it could involve physical (including sexual) intimidation, verbal, and emotional means (by excluding, tormenting or spreading malicious rumours). It can involve manipulating a third party to tease or torment someone. It can involve complicity that falls short of direct participation. Bullying is often hidden and subtle; it can also be overt and intimidatory. Bullying can happen anywhere and at any time. It can cause serious and lasting psychological damage and even suicide. Harassment and threatening behaviour are criminal offences; we always treat it very seriously. It conflicts sharply with the school's stance on equal opportunities, as well as with its social and moral principles.

Note: There is no "hierarchy" of bullying; all forms of bullying should be taken seriously and dealt with appropriately.

Where can bullying take place?

- Between pupils
- Between pupils and staff
- Between staff
- By individuals or groups
- Face-to-face
- Indirectly or using a range of cyber bullying methods.

4. Signs of Bullying

Changes in behaviour that may indicate that a pupil is being bullied include:

- Unwillingness to return to school
- Displays of excessive anxiety, becoming withdrawn or unusually quiet
- Failure to produce work, or producing unusually bad work, or work that appears to have been copied, interfered with or spoiled by others
- Books, bags and other belongings suddenly going missing, or being damaged
- Change to established habits (e.g. giving up music lessons, change to accent or vocabulary)
- Psychological damage and diminished levels of self confidence



- Frequent complaints of symptoms such as stomach pains, headaches etc.
- Unexplained cuts and bruises
- Frequent absence, erratic attendance, late arrival to class
- Choosing the company of adults
- Displaying repressed body language and poor eye contact
- Difficulty in sleeping, nightmares
- Talking of suicide or running away.

Although there may be other causes for some of the above symptoms, a repetition of, or a combination of these possible signs of bullying should be investigated by parents and teachers.

5. Preventative Measures

Mylnhurst has in place the following measures:

- Staff are vigilant in watching the behaviour of children towards each other, in picking up comments made by other children and in detecting changes in a pupil's attitude, behaviour or standard of work
- Circle Time
- Playground supervision by designated staff (as per notice on pupils' notice board) and playground supervisors
- 'Buddy' system for new pupils
- Peer support through trained playground 'buddies'
- Sharing of information between staff through Staff Meetings and Briefings, informally and via CPOMS
- Pupils are encouraged to speak to their form tutor or, indeed, any member of staff with whom they feel confident, about concerns they might have
- We ensure that all pupils know they should speak out against bullying; this is not seen as "telling tales"
- Programmed training/awareness, including cyber-bullying, in every year group through PSHCE/Circle Time/Computing in each year group every year
- Regular Anti Bullying Training for all school staff
- We ensure that cyber bullying does not take place through the enforcement of our "Acceptable Use Agreement"
- Staff act as positive role models and upholders of positive behaviour
- Celebrate Anti-Bullying Week in November
- Gathering feedback through our school council and pupil questionnaires
- Working with LA and other external agencies

6. Cyberbully - Definition

"Cyberbullying involves the use of information and communication technologies to support deliberate, repeated, and hostile behaviour by an individual or group that is intended to harm others." (W. Belsey, <http://www.cyberbullying.org/>)

Cyberbullying can involve Social Networking Sites, like Facebook, Snapchat, Instagram etc. emails and mobile phones (used for messaging and as cameras).

7. Cyberbullying – Preventative Measures

In addition to the preventative measures described above, Mylnhurst:

- Expects all pupils to adhere to its 'Acceptable Use Agreement' for the safe use of ICT equipment and the internet
- Certain sites are blocked by our filtering system and we are able to monitor pupils' usage
- May impose sanctions for the misuse, or attempted misuse of the internet
- Offers guidance on the safe use of social networking sites and cyberbullying which covers blocking and removing contacts
- Offers guidance on keeping names, addresses, passwords, mobile phone numbers and other personal details safe
- Pupils are not permitted to carry mobile phones or any such devices. Where a pupil has permission to bring such technology into school it must be handed to the office and collected at the end of the day.

If a bullying incident directed at a pupil occurs using email or mobile phone technology either inside or outside of school time, staff will:

1. Advise the pupil not to respond to the message.
2. Refer to relevant policies including e-safety/acceptable use, anti-bullying and PHSC and apply appropriate sanctions.
3. Secure and preserve any evidence.
4. Notify parents of the children involved.
5. Consider informing the Local Authority online safety officer or the Police depending on the severity or repetitious nature of the offence.

If malicious or threatening comments are posted on an internet site about a pupil or member of staff:

1. Inform and request the comments be removed if the site is administered externally
2. Secure and preserve any evidence
3. If appropriate, send all evidence to CEOP at www.ceop.gov.uk/contact_us.html
4. Endeavour to trace the origin and inform the Police as appropriate.
5. Inform the e-safety officer.

Children should be confident in a no-blame culture when it comes to reporting inappropriate incidents involving the internet or mobile technology: they must be able to do this without fear.

8. Procedures for Dealing with Reported Bullying

If an incident of bullying is reported, the following procedures are adopted:

- We take any complaints about bullying seriously and deal with them as soon as we receive the complaint
- At some point, usually early on, we bring together both “bully” and “victim”. In our experience, often it is the case that there has been a misunderstanding between the parties, and this has resulted in one or both being upset. Both parties are helped to move on from the situation.
- On the rare occasion when there is a clear case of bullying, we will appropriately sanction the bully and contact the parents of both bully and victim.
- Where bullying is not proved but behaviour is considered unacceptable, some form of punishment will be given; this will be in proportion to the behaviour.
- Where an incidence of bullying is determined, the school will employ a choice of strategies using reactive approaches to restore relationships.
- In serious cases the school will consider fixed-term or permanent exclusion in line with DfE Guidance.

9. Supporting Victims of Bullying

Bullying is a very serious offence and can cause severe psychological damage. It is essential that the needs of the victim are identified and addressed. Where appropriate, they should be aware of the sanctions that have been imposed on the person who bullied them and be reassured that the school will support them. It is good practice to keep disruption to their learning and normal routine to a minimum.

10. Working with Parents

The school’s policies on behaviour and anti-bullying are published on the website and referenced in the Parent Handbook.

Parents will be informed as soon as possible if their child is involved in a bullying incident. Parents should be made aware of how to work with the school in resolving the problem.

Parents 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. Parents have a responsibility to support the school’s Anti-bullying Policy and to actively encourage their child to be a positive member of the school.

11. Monitoring

The school will agree on how to monitor the situation and who will be responsible. It is essential that the school is satisfied that the action taken has addressed the problem effectively. All incidents are recorded on the school’s CPOMS data base.

12. Roles and responsibilities

Directors

The Directors support the Headmistress in all attempts to eliminate bullying from our school. This policy statement makes it very clear that any incidents of bullying that occur are taken very seriously and dealt with appropriately.

The Directors monitor the incidents of bullying that occur and review the effectiveness of the school policy regularly. The Directors require the Headmistress to keep accurate records of all incidents of bullying and to report to the Directors on request about the effectiveness of the school anti-bullying strategies.

Headmistress

It is the responsibility of the Headmistress to implement the school Anti-bullying Policy and to ensure that all staff, both teaching and non-teaching, are aware of the school policy and know how to deal with incidents of bullying. The Headmistress reports to the directors about the effectiveness of the Anti-bullying Policy on request.

The Headmistress ensures that all children know that bullying is wrong and not accepted in our school community. The Headmistress draws the attention of children to this fact at suitable occasions. For example, if an incident occurs the Headmistress may decide to use an assembly as a forum in which to discuss with other children why this behaviour was wrong, and why a pupil is being punished.

The Headmistress ensures that all staff receive sufficient training to be equipped to deal with all incidents of bullying.

The Headmistress 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.

Teachers and Auxiliary Staff

All incidents of bullying must be reported to a member of the Senior Leadership Team.

Staff in our school take all forms of bullying seriously and intervene to prevent incidents from taking place. They keep detailed records of all incidents.

If we become aware of any bullying, we deal with the issue immediately. This may involve counselling and support for the victim of the bullying, and punishment for the child who has carried out the bullying.

We spend time talking to the child who has bullied: we explain why the action was wrong, and we endeavour to help the child change their behaviour in future.

Staff attend appropriate training, which enables them to become equipped to deal with incidents of bullying and behaviour management.

Staff attempt to support all children in their class and to establish a climate of trust and respect for all. By praising, rewarding and celebrating the success of all children, we aim to prevent incidents of bullying.

13. Recording Incidents

All bullying incidents are recorded in detail for all parties concerned and on the school's CPOMS account.

14. Review

This policy is monitored on a day-to-day basis by the Headmistress, who reports to the Directors about the effectiveness of the policy on request. This Anti-bullying Policy is the responsibility of the Directors and they review its effectiveness annually. They do this by examining the reports on any serious incidents which have occurred, and by discussion with the Headmistress. The Directors analyse the information with regard to gender, age and ethnic background of all children involved in bullying incidents.

15. Linked Policies

This policy should be read in conjunction with the following documents:

- Behaviour Policy
- E-Safety Policy
- ICT Acceptable Use Agreement
- Safeguarding Policy