



POLICY ON ANTI-BULLYING

For the purposes of this booklet 'School' means Magic Tree Nursery, Belmont Grosvenor School, Before/After School care and BGS Holiday Club.

Please read in conjunction with:

- Safeguarding and Child Protection Policy and Procedures
- IT Policies and procedures booklet (including cyber bullying)
- Pastoral Care Policy
- Equality Policy
- Behaviour, rewards and sanctions Policy
- SEN and Disability as defined in the SEN Policy and with reference to the Equality Act 2010
- PSHE Planning

Aims

The school aims to provide a safe and secure learning environment for all pupils where bullying is prevented in so far as reasonably practicable by the implementation of an effective anti-bullying strategy. We expect our pupils to treat members of staff with courtesy and co-operation so that they can learn in a relaxed; but orderly, atmosphere. All pupils should care for and support each other. In this way we hope to develop self-awareness and awareness for the feelings of others and for our school to become a resilient, empathic community.

Bullying is wrong and damages individual children. We therefore do all that is reasonably practicable to prevent bullying at BGS. We develop a school ethos in which bullying is regarded as unacceptable behaviour.

This policy aims to produce a consistent school response to any bullying incident 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.

Belmont Grosvenor School prides itself on its respect and mutual tolerance. Parents/guardians have an important role in supporting school in maintaining high standards of behaviour. It is essential that school and homes have consistent expectations of behaviour and that they co-operate closely together. Acceptance of this policy forms part of our standard terms and conditions. This policy is available to parents of pupils and prospective pupils on our website and on request.

Policies and procedures are in place so that it is easy to report bullying including cyber bullying and bullying outside school. Records are kept on CPOMS to evaluate the effectiveness of our approach.

DEFINITION OF BULLYING

Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.

Put another way, bullying is the intentional hurting, harming, or humiliating of another person. It may take many forms, including physical (including any threat of or use of violence of any kind), sexual (including the sharing of nudes/semi-nudes), verbal (including cyberbullying via text messages, email, social media, gaming, or other instant messages, and can include the use of images and video), and/or emotional (including by excluding, being sarcastic, name-calling, tormenting or spreading malicious rumours). It can involve manipulating a third party to tease or torment someone, or actions that fall short of direct participation, where someone encourages others to bully, or joins in with laughing at a victim. Bullying is often hidden and subtle. It can also be overt and intimidating, and often involves an imbalance of power between the perpetrator(s) and the victim(s) whether that be a physical, psychological (knowing what upsets someone), or intellectual imbalance, or by the perpetrator(s) having access to the support of a group, or the capacity to socially isolate the victim(s).

Bullying can sometimes amount to child on child abuse, which is defined as abuse by one or more pupils against another pupil. It can be standalone or as part of wider abuse and can happen both inside and outside of school, and online. Further information about child on child abuse, including the procedures to follow when an incident on child on child abuse is reported can be found in the School's Child Protection / Safeguarding policy.

Bullying is often motivated by prejudice against particular groups, and may involve actions or comments regarding a person's race, religion, sex, gender, sexual orientation, special education needs or disabilities (SEND) or certain health conditions, or because of a child's familial circumstances, such as they are adopted, in care or that they have caring responsibilities. Bullying may be motivated by actual differences between children, or perceived differences. For example, bullying can still be homophobic if directed towards a child that is perceived to be gay, whether or not this is the case.

Bullying can happen anywhere and at any time and can involve anyone - pupils, other young people, staff, and parents.

Where an incident of bullying causes or is likely to cause significant harm to a pupil, the School will follow the procedures set out in the School's [Child Protection and Safeguarding Policy].

THE SCHOOL'S RESPONSE TO BULLYING

At the School, we always treat bullying very seriously. It conflicts sharply with the School's social and moral principles, and potentially with our policy on equal opportunities for pupils, and will not be tolerated. When incidents of bullying do occur, they are dealt with quickly and taken seriously. The School will never dismiss or downplay bullying as banter or horseplay, and all reported incidents of bullying will be dealt with by staff in accordance with this policy. Staff will reassure any victim(s) that they are being taken seriously and that they will be supported and kept safe.

The School understands that bullying can be so serious that it may cause physical, emotional, and psychological damage, such as eating disorders, self-harm and even suicide. Stopping violence and ensuring the immediate physical safety of pupils is the School's first priority, however, the School acknowledges that emotional bullying can be more damaging than physical bullying, and therefore staff will use their discretion when dealing with an incident of bullying within the parameters of this policy and the Behaviour Management Policy. Whilst bullying itself is not a specific criminal offence, there are criminal laws which apply to harassment, sexual violence and assault, sexting, the sharing of nudes/semi-nudes (in certain circumstances), up-skirting and to violent and threatening behaviour. No one deserves to be a victim of bullying: everybody has the right to be treated with respect.

The School recognises that children with SEND or certain health conditions can face additional safeguarding challenges and may be more prone to child on child group isolation or bullying (including prejudice-based bullying) than other children. The School also recognises that certain children may face additional barriers to reporting an incident because of their vulnerability, disability, sex, ethnicity and/or sexual orientation.

Pupils who are victims of bullying will always be supported and will be reassured that they will be kept safe. Pupils who have engaged in bullying behaviour will be subject to appropriate disciplinary sanction and will also, where possible, be supported in learning different ways of behaving and offered support for their own circumstances, where appropriate.

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Bullying which occurs on School trips, online, or outside of the School's premises will not be tolerated any more than bullying on School premises. Teachers will, where appropriate, discipline pupils for misbehaviour online, outside School premises and outside School hours.

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 poor work, or work that appears to have been copied, interfered with or spoilt by others;
- Books, bags, money and other belongings suddenly go "missing", or are damaged;
- Change to established habits (e.g. giving up music lessons, change to accent or vocabulary);
- Diminished levels of self-confidence;
- Frequent visits to the Medical Centre with symptoms which may relate to stress or anxiety, such as stomach pains or headaches;
- Unexplained cuts and bruises;
- Frequent absence, erratic attendance or late arrival to class;
- Choosing the company of adults rather than peers;
- Displaying repressed body language and poor eye contact;
- Difficulty in sleeping or experiencing nightmares; or
- Talking of suicide or running away from home or school.

Although there may be other causes of some of the above symptoms, a repetition or combination of these possible signs of bullying should be investigated by parents and teachers and reported/ recorded, as appropriate, in accordance with this policy.

Under the Children Act 1989 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'. Even where safeguarding is not considered to be an issue, schools may need to draw on a range of external services to support the pupil, or to tackle any underlying issue which has contributed to a child engaging in bullying.

Teachers have the power to discipline pupils for misbehaving outside the school premises eg public transport, outside local shops or in a town or village centre 'to such an extent as is reasonable'

Bullying may be emotional or physical and is serious in that it may cause psychological damage and even suicide (although bullying is not a specific criminal offence, there are criminal laws which apply to harassment and threatening behaviour).

Emotional: calling names; spreading rumours; teasing; making people feel 'small'; interfering with property; isolating people; talking about people behind their back; sending unpleasant emails, text messages or notes.

Physical: Hitting, deliberately pushing and shoving; any threatening behaviour.

Sexual harassment: making inappropriate comments about appearance and attractiveness, uninvited propositions, uninvited touching and innuendo.

Child on child abuse: All staff should understand, that even if there are no reports in their schools or colleges it does not mean it is not happening, it may be the case that it is just not being reported. As such it is important if staff have any concerns regarding child on child abuse they should speak to their designated safeguarding lead (or deputy). It is essential that all staff understand the importance of challenging inappropriate behaviours between peers, many of which are listed below, that are actually abusive in nature. Downplaying certain behaviours, for example dismissing sexual harassment as "just banter", "just having a laugh", "part of growing up" or "boys being boys" can lead to a culture of unacceptable behaviours, an unsafe environment for children and in worst case scenarios a culture that normalises abuse leading to children accepting it as normal and not coming forward to report it.

Child on child abuse is most likely to include, but may not be limited to:

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- bullying (including cyberbullying, prejudice-based and discriminatory bullying);
- abuse in intimate personal relationships between peers;
- physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm (this may include an online element which facilitates, threatens and/or encourages physical abuse);
- sexual violence, such as rape, assault by penetration and sexual assault; (this may include an online element which facilitates, threatens and/or encourages sexual violence);
- sexual harassment, such as sexual comments, remarks, jokes and online sexual harassment, which may be standalone or part of a broader pattern of abuse;
- causing someone to engage in sexual activity without consent, such as forcing someone to strip, touch themselves sexually, or to engage in sexual activity with a third party;
- consensual and non-consensual sharing of nudes and semi nudes images and or videos (also known as sexting or youth produced sexual imagery);
- up skirting, which typically involves taking a picture under a person's clothing without their permission, with the intention of viewing their genitals or buttocks to obtain sexual gratification, or cause the victim humiliation, distress or alarm; and
- Initiation/hazing type violence and rituals (this could include activities involving harassment, abuse or humiliation used as a way of initiating a person into a group and may also include an online element).
- **All** staff should be clear as to the school's policy and procedures with regards to child on child abuse and the important role they have to play in preventing it and responding where they believe a child may be at risk from it.

Through the pastoral care system the victims will be supported by the staff with regular monitoring, time with the ELSA, and through completion of the Welfare Risk Assessment.

Bullying: Britain is a multi-racial and multi-faith country and everyone has the right to have their culture and religion respected by others. Nobody has the right to call a child names or to treat them badly because of their colour, race or religion. It's illegal and it can be stopped. Racist bullying is not just about skin colour, it can be about ethnic background or religion too.

Any incidents of prejudicial behaviour will be reported directly to the SMT or the Headmaster. Prevent procedures will be followed if there are any concerns about radicalisation.

All incidents will be fully investigated and recorded in line with the Pastoral care Policy and Risk Assessment for pupil welfare. Pertinent records will be kept in line with procedures for any other safeguarding incident. Parents/carers will be contacted and the incident discussed in detail, aiming to identify motivating factors, any changes in circumstances at home, parental views of the incident and to assess whether the incident is serious enough to warrant a further referral. A note of this meeting is kept alongside the initial referral in the safeguarding file.

The DSL follow-up any referrals for a period of three weeks after the incident to assess whether there is a change in behaviour and/or attitude. A further meeting with parents would be held if there is not a significant positive change in behaviour.

Cyber-bullying: can be defined as "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". It is an aggressive, intentional act often carried out repeatedly over time, and often against a victim who cannot easily defend himself/herself. The School acknowledges that cyber-bullying may take place inside School, outside of School and at any time of the day.

Cyber-bullying could involve communications by various electronic media, including for example:

- Texts, instant messages or calls on mobile phones;
- The use of mobile phone camera images to cause distress, fear or humiliation;
- Posting threatening, abusive, sexual, discriminatory, offensive or humiliating material or comments on websites (including blogs, personal websites and social networking sites such as Facebook, Instagram, Twitter or YouTube);
- Using e-mail to message others in a threatening or abusive manner; or
- Hijacking/ cloning e-mail accounts.

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The School acknowledges that cyber-bullying may take many different forms including: cyber-stalking, exclusion or peer rejection, impersonation, unauthorised publication of private information or images, encouraging derogative comments on online platforms, sharing nudes/semi-nudes, upskirting and sexting.

The School has a role to play in teaching pupils about the underpinning knowledge and behaviours that can help them to navigate the online world safely and confidently regardless of the device, platform or app. In taking this forward, the School has regard to the DfE's non-statutory guidance on teaching online safety in school (updated June 2019).

Prevention of cyber-bullying

For the prevention of cyber-bullying, in addition to the measures described above, the School:

- Expects all pupils to adhere to its policy for the safe use of the internet/ E-Safety Policy. Certain sites are blocked by our filtering system and our IT Department monitors pupils' use;
- May impose disciplinary sanctions for the misuse, or attempted misuse, of the internet in accordance with the Behaviour Management Policy.
- Offers guidance on the safe use of social networking sites and cyber-bullying in PSHE lessons, which covers blocking, removing contacts from "friend" lists and sharing their personal data;
- Ensures its pupils are aware of the various forms in which cyber-bullying can take place, that it can have severe and distressing consequences, and that participation in cyber-bullying will not be tolerated;
- Offers guidance on keeping names, addresses, passwords, mobile phone numbers and other personal details private and secure;
- Does not allow the use of mobile phones in school.

Procedures for dealing with cyber-bullying

The School will follow the procedures set out in this policy and the Child Protection and Safeguarding Policy where relevant for incidents of cyber-bullying, taking such disciplinary action that is considered reasonable in the circumstances, with a view to regulating pupil conduct and protecting the reputation of the School, and the welfare of its pupils.

Although cyber-bullying is not a specific criminal offence, there are criminal laws that may apply to communications of a harassing or threatening manner or the unauthorised publication of private images, upskirting, sharing nudes/semi-nudes and sexting. Where the School considers that a reported incident of cyber-bullying may amount to a criminal offence, it will inform the Police.

The school's Anti Bullying Policy will be promoted:

- Through PSHE, and other curriculum subject lessons, through stories, literature, historical events, current affairs, circle time, drama lessons, through discussion of differences between people and the importance of avoiding prejudicial based language, at play times and during assemblies and collective worship and during Anti Bullying Week.
- Pupils are encouraged not to be silent when faced by bullying. It must be pointed out that talking about bullying of oneself or a friend is not 'snitching', but taking steps to protect a human being from being harmed.
- Pupils are encouraged to go to any member of staff if they or a friend are being bullied. The children are made aware of what the sanctions are for bullying and members of staff take action to reduce the risk of bullying at times and in places where it is most likely. Any issues related to alleged bullying incidents are resolved by the member of staff following the incident. Recording is at the discretion of the teacher depending on the severity of the incident and may involve child scribing or teacher as age of pupil and circumstances dictate.
- The awareness of staff continues through training, dialogue at regular meetings and briefings and through taking action to reduce the risk of bullying at times and in places where it is most likely. The child welfare lead, SENCO and Headmaster look at all issues and concerns relating to all aspects of Pastoral Care, discipline and allegations of bullying
- KS2 Pupils have a copy of the flowchart for bullying in their school planner and this information is displayed in each form room and throughout the school.
- The school is committed to ensuring that pupils are aware of behaviour towards them that is not acceptable

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and how they can keep themselves safe. We inform pupils of whom they might talk to, both in and out of school, their right to be listened to and heard and what steps can be taken to protect them from harm. A range of P.S.H.E. materials are available to help pupils learn how to keep safe. Resources are also supplemented by material from appropriate charities and agencies e.g Child line and NSPCC. The following Information is made available to pupils Child Line helplines, posters, NSPCC and Childline 'kidzone' website addresses, Crucial Crew.

Preventing and tackling bullying

Department for Education Preventing and Tackling Bullying (July 2017) and Cyberbullying: Advice for Headteachers and school staff (2014) has been consulted when developing our strategy.

Cyber Bullying: Advice for Headteachers and school staff (2014)

BULLYING - PREVENTATIVE MEASURES

The School's response to bullying does not start at the point in which a pupil has been bullied. We take the following preventative measures in order to create an environment that prevents bullying from becoming a problem at the School in the first place:

Pupils

The School promotes an ethos of good behaviour where pupils treat each other with respect at all times, inside and outside of school;

All new pupils are briefed thoroughly on the School's expected standards of behaviour. They are told what to do if they encounter bullying. We guarantee that those who report bullying in good faith will not be punished and will be supported;

We use appropriate assemblies to explain the School's policy on bullying. Our PSHE programme is structured to give pupils an awareness of their social and moral responsibilities as they progress through the School. The programme is structured to enforce messages about community involvement and taking care of each other. It focuses on the importance of equality and diversity and pupils are encouraged to avoid prejudicial and exclusionary language;

Other lessons highlight the issue of bullying and reinforce this message by developing social skills and by teaching moral and spiritual values that show bullying to be unacceptable.

All of our pupils are encouraged to tell any member of staff at once if they are being bullied, or if they know or suspect that bullying is taking place.

The School buildings display advice on where pupils can seek help, including details of confidential help lines and websites where they can connect with external specialists, such as Childline, Kidscape, Bullying UK, and the Samaritans;

The School does not tolerate peer-group "initiation ceremonies" or hazing rituals designed to cause pain, anxiety or humiliation to pupils, and all staff remain alert to such actions.

Staff

Upon induction, all new members of staff are given training and guidance on the School's anti-bullying policy and on how to react to, and record allegations of bullying at the School. The School will ensure that all School staff understand the principles of the School's policy, the School's legal responsibilities, actions to be taken to resolve and prevent incidents of bullying from arising or escalating and also details of sources of further support;

The School recognises that certain children may be more at risk of bullying than others, and may require additional support when dealing with an incident of bullying, for example children with SEND and LGBT pupils. The School will ensure that staff receive appropriate training to be able to understand the specific needs of our pupils, and to enable all staff to provide an inclusive environment for all pupils;

All reported incidents are recorded and investigated at once. We always monitor reported incidents. Records of any incidents are kept securely in the office of the Child Welfare Lead in order that patterns of behaviour can be identified and monitored;

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We have a strong and experienced pastoral team of Class teachers, SENCo who are trained in handling any incidents as an immediate priority, and who are alert to possible signs of bullying and will know when to apply our Child Protection / Safeguarding policy to bullying incidents;

Staff are always on duty at times when pupils are not in class and patrol the School site, particularly areas where bullying might occur. They are trained to be alert to inappropriate language or behaviour at all times;

The School has the right, and duty, to investigate incidents of bullying involving our pupils which take place outside School hours, on School visits and trips, or that otherwise occur outside of School. The School has the right to take disciplinary measures in respect of such incidents. Disciplinary measures will be taken in accordance with the School's Behaviour, Rewards and Sanctions Policy and will be applied in a fair, consistent, and reasonable manner, taking into account the needs of SEND and vulnerable pupils; and

Staff will always consider the motive behind bullying behaviour and whether it raises any concerns for the welfare of the perpetrator. If staff reasonably suspect that a pupil may be suffering, or is likely to suffer significant harm, they should follow the procedures set out in the School's Child Protection and Safeguarding Policy and discuss their concerns with the School's Designated Safeguarding Lead (DSL) without delay.

Parents

This policy is readily available on the School's website and on request in hard copy for reading at the School office which parents are made aware of so that they are clear on the School's approach to bullying and what to do if their child experiences bullying;

We encourage close contact between the Class teachers and parents/ guardians, and will always make contact if we are worried about a pupil's well-being;

If parents know or suspect that their child, or another pupil, is being bullied, they should contact the School without delay. All concerns will be taken seriously; and

We welcome feedback from parents and guardians on the effectiveness of our preventative measures and all other aspects and implementation of this anti-bullying policy.

- School's arrangements for consulting with and listening to pupils are through the School Pupil Council, the School Pastoral Care, PSHE programme, age appropriate questionnaire, and form teachers / time.
- At BGS we take a very positive approach towards behaviour and we expect everyone – pupils and teachers alike – to show courtesy, consideration and respect to others at all times. We explain and discuss the required behaviour of all pupils, in a way appropriate to the age group and in line with restorative practice principles. If, however, "bullying" occurs, it is dealt with immediately according to the school policy.
- The school will make reasonable use of relevant legislation and guidelines to affect positive behaviour regarding ICT and Internet usage both on and off the school site. Under the Children Act 1989 the school is permitted to report and act on instances of cyber bullying, abuse, harassment, malicious communication and grossly offensive material; including reporting to the police, social media websites, and hosting providers on behalf of pupils.
- The school does not tolerate text, cyber or internet bullying and will deal with it in line with this policy.
- E-Safety Record of Concern should be used to raise e-safety concerns about any user of the Belmont Grosvenor IT system. It should be used to record non-child protection issues like misuse of the school network or any equipment provided to carry out their duties or aid learning.

Staff Training:

- Awareness of anti-bullying is raised through staff training and shared staff meeting so that the principles of the school policy are understood, legal responsibilities are known, action is defined to resolve and

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prevent problems. All staff will be encouraged and supported, to promote the Anti Bullying Policy through corporate responsibility. By taking action to reduce the risk of bullying at times and places where it is most likely.

- The Policy is reviewed at regular intervals during staff meetings to re familiarise staff with its principles, legal responsibility to keep children safe, escalation to external agencies and that these are understood and implemented
- Documents listed at the end are available in the staffroom, from the Headmaster or on the internet
- Staff are encouraged to be proactive and vigilant at all times by acting as a presence around school especially at change of lessons; in changing rooms and cloakrooms; and at break and lunch time. Staff expectations and vigilance ensure this happens. Weekly staff briefings share concerns to which can be acted on. See supervision policy.
- E Safety training is undertaken each year by staff and updates given as required with a view to a three year cycle.
- E Safety training is also undertaken by parents

Implementation of the policy:

Should a bullying incident be reported to any member of staff the following procedures should be followed this enables patterns to be identified:

How can bullying be stopped?

- Encourage all pupils as follows:
 - Do not be silent - this gives the bully power. Doing nothing maintains the bully's power.
 - Tell a member of the school staff if you are being bullied, or if you know someone else is being bullied.
 - Staff have access to the five questions from restorative practice to encourage discussion and a sense of responsibility.
 - Realise that telling an adult about bullying is not sneaking. You are taking steps to protect a human being from harm. Write down the details of a bullying incident for the staff.
 - Try to support the victim.
 - Trust that the school will act, even if its actions are not obvious. There is a procedure staff members have to go through in order to be certain that bullying is occurring.

PROCEDURES FOR DEALING WITH REPORTED BULLYING

The School ensures that all instances of, or concerns about bullying and cyberbullying, both on and away from School premises are easy to report and that they are recorded properly. Records of instances of bullying and allegations of bullying will be kept on the Child Welfare Leads files, and also on pupil files. Records will also be kept on files relating to safeguarding where appropriate, in order to enable the School to identify patterns of behaviour and to evaluate the effectiveness of this anti-bullying policy.

The School recognises that pupils are likely to report bullying to someone they trust: this could be any member of staff. The School also recognises that children may not find it easy to tell staff about bullying verbally and that instead they may show signs or act in ways they hope adults will notice and react to. It is also recognised that an incident may come to a member of staff's attention through a report of a friend, or by overhearing conversations. All staff will be trained in handling an allegation and will be aware that they must listen to the pupil, not ask leading questions, and make a written record of the allegation to the best of their ability.

The School also recognises that a first disclosure to a trusted adult may only be the first incident reported. It is not necessarily representative of a singular incident. Staff will take all reports seriously regardless of how long it has taken for the child to come forward. Staff will act immediately and will support the victim(s) when they raise a concern.

If an incident of bullying is reported, the following procedure will be adopted:

- The member of staff to whom the incident was reported, or who first discovers the situation, will control the situation (the "Case Handler"), and will reassure and support the pupils involved, without promising absolute confidentiality;

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- The Case Handler will inform the Child Welfare Lead about the bullying allegation as soon as possible;
- Where an issue of pupil behaviour or bullying gives 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm', staff should follow the procedures set out in the School's Child Protection/Safeguarding Policy rather than the procedure set out below.
- The victim(s) and the alleged perpetrator(s) will each be interviewed individually by the Case Handler on their own (or, if appropriate, with a suitable person present for support) and asked to write their account of events;
- Where the Case Handler considers that the reported bullying behaviour may be criminal, or considers that there may be a risk of harm to someone, the Case Handler will discuss this with the Headmaster, and will report the matter to the Police without delay, if considered necessary. The School will then follow the procedures set out in the Child Protection/Safeguarding Policy as well as any guidance from the Police;
- The incident/s should be recorded using the **CPOMS** platform.
- The Child Welfare Lead will inform the teachers of both the alleged perpetrator(s) and the victim(s) as soon as possible.
- The victim(s) will be interviewed again at a later stage by a member of the pastoral/safeguarding team, separately from the alleged perpetrator(s). They will be offered support to develop a strategy to help. It will be made clear to them why revenge or retaliation is inappropriate;
- The perpetrator(s) will be interviewed again at a later stage by a member of the DSL team, separately from the victim(s), and it will be made clear why their behaviour was inappropriate and caused distress. They will be offered guidance on modifying their behaviour. The School's Behaviour Management Policy may also be invoked. Sanctions under the Behaviour Management Policy and/or Discipline and Exclusions Policy might include, for example, withdrawal of privileges, or exclusion. The School may exclude a pupil, either temporarily or permanently, in cases of serious or persistent bullying, or in the event that the support put in place for the perpetrator(s) does not result in the modification of behaviour to an acceptable level.
- The parents/ guardians of all parties will be informed and may be invited into School to discuss the matter, and the appropriate sanctions under the Behaviour Management Policy and/or Discipline and Exclusions Policy. The parents' support will be sought in respect of preventative measures, and any concerns of either party will be addressed;
- A way forward, including where appropriate disciplinary sanctions and support for the perpetrator(s), should be determined, and where possible agreed with all parties. This should recognise that suitable support may be needed by the pupils who are being bullied, and also by the pupils who bully others, as well as dealing with disciplinary measures in accordance with the School's Behaviour Management Policy and/or Discipline and Exclusions Policy if appropriate;
- As part of this process, a meeting involving all the parties, with close staff supervision, may be convened to help develop a strategy which enables all concerned to close the episode;
- A monitoring and review strategy will be put in place and put on record;
- In very serious cases, and only after the Headmaster has been involved, it may be necessary to make a report to the Police, the DSL or to Children's Services. However, in many cases it will be possible to resolve such issues internally under this policy and the School's Behaviour Management Policy.

A way forward should always be agreed and pupils themselves may have ideas as to what is best to do to resolve the situation. This should recognise that suitable support is needed both for children who are being bullied and for pupils who bully others, to be treated equally, as well as dealing with appropriate disciplinary measures in accordance with the school's Behaviour, Rewards and Sanctions Policy and Discipline and Exclusion Policy.

Record Keeping

- Any incident, records of interviews with the pupils, conversations with the parents, plus any actions taken must be recorded using the schools **CPOMS** platform
- Anti-Bullying Log
Incidents of alleged bullying are taken very seriously. Staff are made aware of any incidents (if appropriate) at weekly briefings and the situation is closely monitored by all staff. After a number of weeks' monitoring, the log may be closed, once it is agreed by Child Welfare Lead, staff, parents and child that the matter has been brought to a successful conclusion and the children concerned are settled and happy again.
- There should be no comments which staff could not justify if a pupil or parent asked to see the file.
- The Headmaster and Child Welfare Lead should be kept informed of all bullying incidents.

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EYFS Children

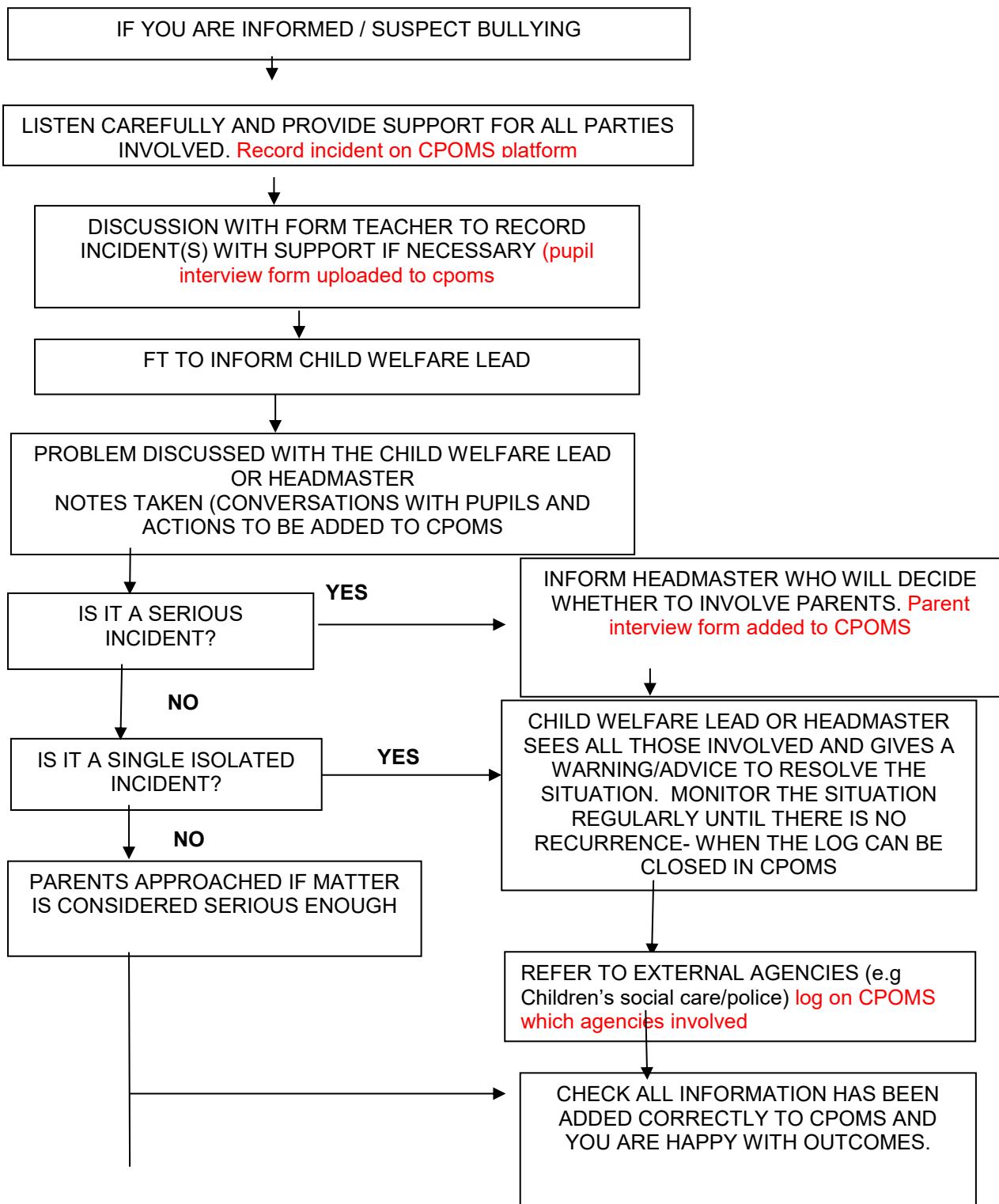
Even the youngest children are encouraged to behave towards each other with kindness and consideration. They have to learn to look after their own possessions and to respect other's possessions. We expect them to be honest, helpful and polite, and to work hard and to listen to others. They should respect everyone and learn to value differences and diversity. The EYFS coordinator is in day to day charge of the management of behaviour in the Nursery Department.

We explain to children why some forms of behaviour are unacceptable and hurtful to others. We rarely need to impose sanctions; but sometimes we may remove a treat for hurtful behaviour. Parents are always informed when any sanction or reproof is needed, and in cases of repeated instances of hurtful or inappropriate behaviour, they will be invited into the school to discuss the situation with their child's Teacher / Key worker and the EYFS coordinator and to agree a joint way of handling the difficulty.

Copies of our Behaviour Management Policy for our EYFS children are available from the school office and on our website.

- *'Keeping Children Safe in Education' September 2022* has been consulted in formulating this policy. Non-statutory DfE advice Preventing and Tackling Bullying (July 2017) and Cyberbullying: Advice for Headteachers and school staff (2014) has been consulted when developing our strategy.

FLOW CHART FOR BULLYING – STAFF PROCEDURE



PRE PREP FLOW CHART FOR BULLYING

If you are bullied



If your friends are being bullied



Tell a grown up



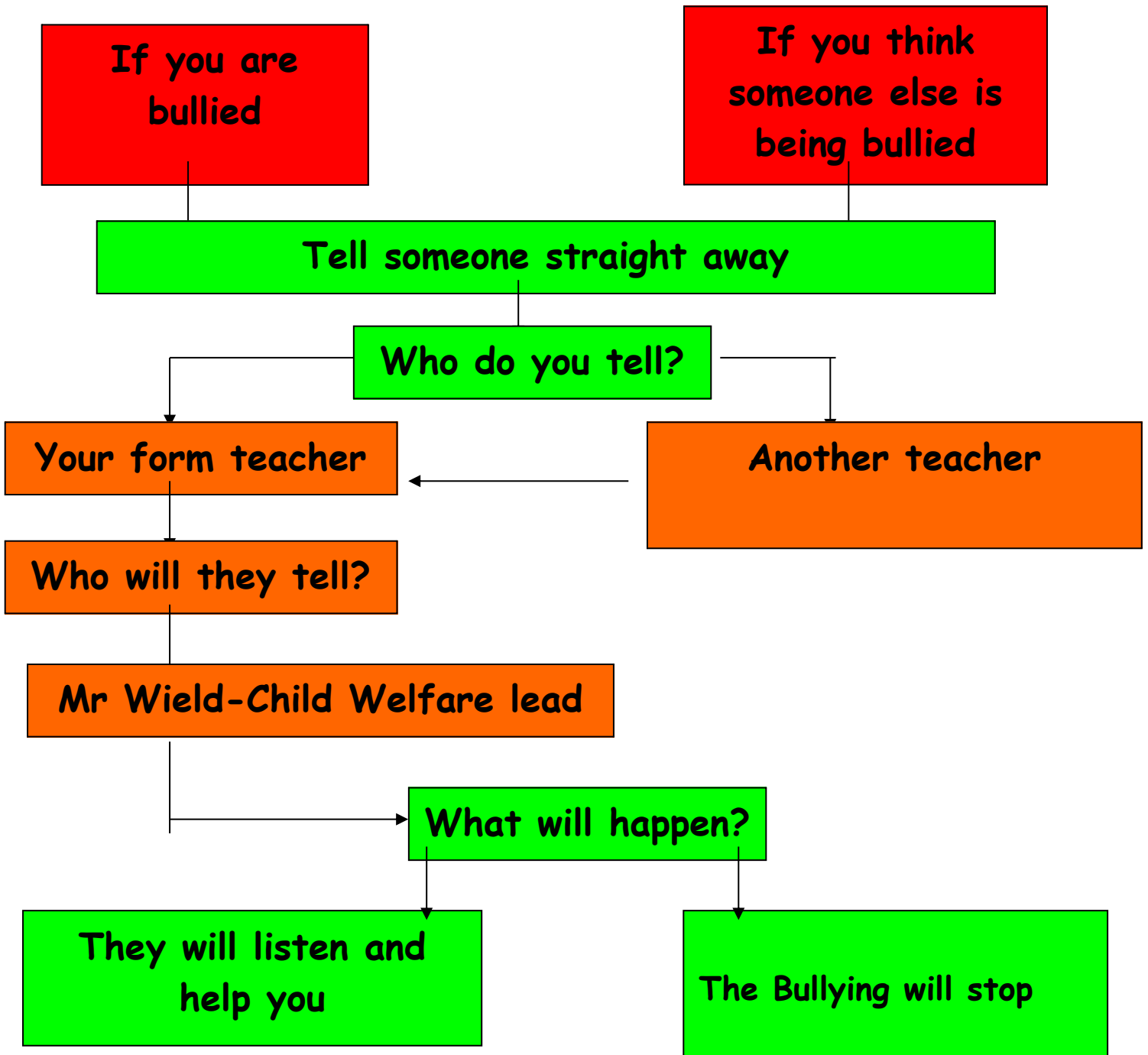
What will they do?



They will listen and help you



PREP FLOW CHART FOR BULLYING



APPENDIX A

The Channel Referral and Intervention Process

In addition to reading the [Prevent duty](#) and the [advice on promoting fundamental British values](#), you should also read the statutory guidance on '[Keeping children safe in education](#)', the '[Working together to safeguard children](#)' and the non-statutory guidance [The Prevent duty Departmental advice for schools and childcare providers](#).

If we are concerned about individuals or groups that are vulnerable to being drawn into terrorism we must raise this concern within school following the normal safeguarding routine.

- Cause for Concern identified
- Report your concern to one of the School DSL
- The DSL will gather more information
- Discussion with North Yorkshire Safeguarding Partnership

North Yorkshire Police – 101

Parents and pupils are encouraged to use our complaints procedure (which is published on our website) if they feel that any concerns about bullying (or anything else) are not being addressed properly. Parents of EYFS children should be aware that they have the right to refer a complaint directly to Ofsted, if they are unhappy with the way in which their complaint has been handled (the complaints procedure explains how to complain to ofsted)

Note: A school cannot be considered to meet its duty of care towards its pupils if it does not readily have a clear picture of bullying incidents throughout the school whatever system is in place to record concerns.