

HOLLAND HOUSE SCHOOL

10a ANTI-BULLYING POLICY

Applicable to the Early Years Foundation Stage

Review Arrangements:

Date	September 2017
Approved	
Review Date	September 2018

AIMS

- To define bullying;
- to prevent, de-escalate and/or stop any continuation of harmful behaviour;
- to demonstrate that bullying is taken seriously;
- to promote the measures that are taken to prevent bullying;
- to support those who identify and protect those who are/feel bullied;
- to demonstrate that the safety and happiness of pupils is enhanced by dealing with bullying positively;
- to encourage pupils to speak out if they feel that they are being bullied;
- to demonstrate that effective leadership promotes an open and honest counter bullying ethos;

DEFINITIONS

Bullying:

- Intentional and repetitive hurting, harming or humiliating of another person or group by physical, verbal or technological means. It can involve:
 - manipulation of a third party
 - complicity that falls short of direct bullying
 - motivation by prejudice against particular groups, for example, on the grounds of race, religion, culture, sex, gender, homophobia, special educational needs and disability, or because a child is adopted or a carer

Cyberbullying: 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.

POLICY GUIDANCE

This policy refers to and complies with:

- Keeping Children Safe in Education (DFE – September 2016)
- Handbook for the Inspection of Schools Regulatory Requirements (ISI – September 2015)
- The Early Years Foundation Stage: Statutory Framework 2017
- Preventing and Tackling Bullying (DFE – October 2014)
- Working Together to Safeguard Children (DFE – 2017)
- Every Child Matters: Change for Children in Schools (DFE – 2005)

Policy and Procedure Review

Policy and procedures are adjusted on an ongoing basis by the Deputy Head and Headmistress on receipt of guidance from DFE, ISI, ISA, local children's social care authorities or through best practice judgement at HHS.

Policy Availability

Holland House Bullying Policy is available:

- On the HHS website
- School Office
- Staffroom
- Staff network shared area

Statement

Holland House School recognises that bullying, both physical, emotional and psychological has a very serious impact on the lives of children in the present and in their long term future development. Bullying, victimisation and discrimination will not be tolerated. The HHS community is based upon respect, good manners and tolerance in a safe and caring environment, free from disruption and harassment. Pupils, parents and carers are treated fairly and with consideration.

INDICATIONS OF BULLYING

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

- unwillingness to attend 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 spoilt by others;
- equipment, bags and other belongings being damaged or going missing;
- a change in established habits;
- diminished levels of self-confidence;
- frequent visits to medical with minor ailments;
- unexplained cuts and bruises;
- frequent absence or lateness;
- choosing the company of adults;
- displaying repressed body language and poor eye contact;
- difficulty in sleeping, experiencing nightmares;
- talking of self-harming, 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 indications of bullying should be investigated by staff and parents as a matter of urgency.

PREVENTATIVE MEASURES

- New staff are given guidance on the school's anti-bullying policy and how to react to allegations of bullying. They are required to read the school's policy as part of their induction;
- All staff are kept aware through regular inset training and staff meetings, of the principles of the school policy, their legal responsibilities, actions which are designed to resolve and prevent problems, and sources of support which are available;
- Issues of bullying and the development of pupil's anti-bullying values, and social responsibilities are reinforced in Assemblies, and PHSE, English, Drama and RS lessons; to counter cyber-bullying pupils are taught safe and responsible use of communication technologies (refer to Safeguarding Policy – Guidance on Pupil and Staff use of ICT, Mobile Phones and Other Electronic Devices) in the e-safety strand of ICT and PSHE lessons;
- All our pupils are encouraged through class activities and PSHE lessons to tell a member of staff at once if they know or suspect bullying including cyber-bullying to be taking place;
- The Anti-Bullying policy is available on the school website;
- There is a strong and experienced pastoral team of Class Teachers, welfare and subject specialist staff support the Deputy Head. They are trained in handling any incidents as an immediate priority, and are alert to possible signs of bullying;
- Each form room displays the Bullying Charter;
- The SLT gives support and guidance to other staff on handling and reporting incidents of bullying behaviour;
- Individual pupil pastoral profiles are discussed at weekly Pre-Prep, Prep, Welfare and whole staff meetings;
- We provide leadership and team-building advice to all our Year 6 pupils which covers the importance of offering support and assistance to younger and to vulnerable pupils;
- We receive feedback from parents and guardians on the well-being of their children;
- A regular Questionnaire in the Prep School is a valuable source of pupil feedback on areas of concern.

REPORTED BULLYING PROCEDURE

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

- the member of staff to whom it was reported or who discovers the situation, will control the situation, reassure and support the pupils involved;
- he/she will inform an appropriate member of the SLT as soon as possible;

- all participants and witnesses, if appropriate, will be interviewed individually and may be asked to write an account of events (the Deputy Head will conduct the interviews dependent on the seriousness of the incident);
- interviews and statements will be recorded so that the school is able to monitor the effectiveness of our approach, to enable patterns to be identified and suitable actions to be taken to reduce the incidence of bullying
- the Deputy Head will make judgement as to whether the behaviour constitutes bullying and the appropriate disciplinary course of action;
- sanctions may be appropriate (refer Behaviour, Discipline and Sanctions Policy);
- parents will be informed and invited for interview with the Deputy Head dependant on the outcome of the investigation;
- form tutors, welfare staff and senior members of staff will be informed as appropriate;
- support will be put in place for both the victim and perpetrators of bullying behaviour;
- monitoring and review will be ongoing through pastoral meetings and further interviews with pupils and parents, if appropriate;
- the school may exclude a pupil in cases of severe and persistent bullying, and in the event that the support put in place does not result in the modification of behaviour to an acceptable level;
- a bullying incident will be treated as a Safeguarding concern when there is reasonable cause to suspect that the child is suffering or is likely to suffer significant harm. In these cases it will be necessary to make a report to the Social Services and, where there is suspicion that a crime has been committed, to the Police.

EYFS

- Pupils are taught why some forms of behaviour are unacceptable and hurtful to others. Sanctions may be the removal from an activity, loss of free time or tagging (refer Behaviour, Discipline and Sanctions Policy).
- A child may be sent to see the Deputy Headmistress, who will explain the inappropriateness of a particular action.
- Parents are always informed and may be invited in for interview.
- The school may exclude a pupil in cases of severe and persistent bullying, and in the event that the support put in place does not result in the modification of behaviour to an acceptable level.

COMPLAINTS

- Parents are referred to the Complaints Policy should they feel that bullying behaviour is not being addressed appropriately.
- Parents of EYFS children may contact Ofsted directly (refer to Complaints Policy).