

Anti-Bullying Policy

Adopted: Autumn 2015

Policy Statement

Staff, parents/guardians and pupils at Endaze British International School (EBIS) are firmly opposed to all forms of bullying. Each pupil has a right to enjoy an education free from fear and distress.

All members of the school are expected to treat each other with consideration and respect. The school will react firmly and promptly to cases of bullying.

What is bullying?

Bullying is behaviour which

- deliberately makes another person feel uncomfortable, distressed or threatened
- is repeated
- makes those being bullied feel powerless to defend themselves
- can include racist, sexist or homophobic behaviour

Bullying may take many forms, such as

- physical: for example, hitting, pushing, kicking
- name-calling and verbal abuse: face-to-face, in writing, by phone, on-line or
- by text message
- making racist, sexist or gender-based comments, jokes or graffiti
- making threats
- taunting or mocking
- spreading rumours
- making jokes to make someone look 'small'
- shutting out a person
- ganging up on someone
- refusing to cooperate with someone
- hiding equipment or other possessions
- demanding money

It is not bullying when two children of similar age and strength have the occasional fight or quarrel.

EBIS works to combat bullying by

Involving pupils in

- tutorial work and PSHE programmes

- whole school and class assemblies
- Older children supporting younger children as playtime.
- displays of appropriate work e.g. photos of children cooperating, posters designed by the children promoting positive behaviour

Raising awareness in staff and parents through

- awareness-raising sessions for teaching and non-teaching staff
- school handbook and other publications to parents

GUIDANCE and ADVICE

For pupils

If you are being bullied

- tell someone you trust
- Remember **you** are not the one with the problem!
- if you can, ignore the bully
- if you can, do not show you are upset
- if possible, avoid being alone in the places bullying happens
- be assertive, if you can
- walk away quickly and confidently, even if you do not feel that way inside
- Your safety is more important than your possessions. If you are in danger, don't hold on to them
- if you are different in some way, be proud of who you are

Friends

- listen and talk it through
- try to be sensitive
- try not to leave them on their own
- persuade the person being bullied to talk to an adult

Bystanders

- even if you don't take part in bullying but see it and walk away, you are ignoring your responsibilities
- get help, tell an adult
- give sympathy to the person being bullied

FOR PARENTS/GUARDIANS and TEACHERS

Recognising the signs

Someone who is being bullied may

- be frightened of getting on the school bus
- insist on being driven to school
- be unwilling to go to school
- regularly have books or clothes damaged

- have possessions 'go missing'
- continually 'lose' money
- begin doing badly in schoolwork
- have unexplained bruises, scratches, cuts
- ask for money or begin stealing money
- become withdrawn or start stammering
- have noticeable and prolonged changes in mood
- become distressed
- become bad-tempered
- refuse to say what is wrong
- lose appetite, or start overeating
- cry himself/herself to sleep or have nightmares
- attempt or threaten to harm him/herself

For Parents/Guardians

Any of the behaviour above may indicate other problems. But, if you become aware of and are concerned by any of this behaviour, and think your child is being bullied

- encourage him/her to talk about the problem
- reassure him/her of your support
- try to listen calmly and not overreact
- attempt to find out when and where the bullying takes place. Is there a pattern?
- contact the headteacher to discuss your concerns
- work with the class teacher to support your child within or outside school
- if the bullying takes place outside school, report the matter to the police

The parents of bullies and their victims will be informed at the earliest opportunity of an incident and the action that has taken place and asked to support strategies proposed to tackle the problem. The bully will also be reminded of the possible consequences of bullying and the sanctions for repeated incidents will be clearly explained to him/her. (Persistent bullies may be excluded from school). A monitoring tool may also be used, usually incorporating a reward for achieving desired behaviours.

Children are reminded regularly that they must tell someone should they ever be bullied. Keeping information from the school, or from their parents, will never help a problem to be solved, and will prolong the period a victim has to suffer.

For Staff

All members of staff, teaching and non-teaching, should deal with any incident of suspected or observed bullying by

- talking to the pupil and giving reassurance
- taking action appropriate at the time
- reporting the incident to the Headteacher or school psychologist
- producing a written statement of what has happened and the action taken, in cooperation with the Headteacher or school psychologist

The School Psychologist in collaboration with the headteacher

- arrange for support and reassurance for the pupil, however, be explicit that the conversation is not confidential as the Headteacher must be informed
- interview the person responsible for the bullying
- contact parents/guardians when necessary
- take any appropriate disciplinary action
- work with pupils, parents/guardians and other teachers to support those involved and prevent the bullying
- Keep a behaviour log where all incidents of bullying are recorded

School Bullying Incident Form

This report will be held in strict confidence and will not be made available to any outside persons or agencies.

Report from _____ School name _____

Date of incident _____ Time of incident _____

Ethnic origin of victim _____ Ethnic origin of perpetrator _____

Male Female Male Female

Indicate type of incident – please tick

Verbal		Physical	
Name-calling		Kicking	
Taunting		Hitting	
Mocking		Punching	
Making offensive comments		Pushing	
Teasing		Pinching	
Other (please state)		Other (please state)	
Emotional		Cyber	
Offensive graffiti		Offensive text messages	
Excluding from group		Offensive e-mails	
Spreading rumours		Sending degrading images	
Being forced to do something against own will		Other (please state)	
Taking possessions/money			
Other (please state)			

If you feel the bullying incident was in any way motivated by any of the following please indicate with a tick.

Appearance	<input type="checkbox"/>	Disability	<input type="checkbox"/>	Home circumstances	<input type="checkbox"/>
Gender	<input type="checkbox"/>	Race/ethnic origin	<input type="checkbox"/>	Medical condition	<input type="checkbox"/>
Religion	<input type="checkbox"/>	Sexuality	<input type="checkbox"/>		

Brief description of incident

Action taken

Did the incident lead to the perpetrator(s) being excluded? Yes/no

Have you had contact with the victim's parent/carer? Yes/no

Have you had contact with the perpetrator's parent/carer? Yes/no

Signed _____

Designation _____

Return to the school psychologist.