



## ANTI-BULLYING POLICY

St Edmund's is a strong community with positive working relationships between students. We believe that every girl has the right to realise her potential in a happy and safe environment. Bullying is a behaviour that causes distress and is seen as unacceptable at St Edmund's School.

### **Equality**

At St Edmund's School it is our aim in respect of both students and staff to eliminate unlawful discrimination, advance equality of opportunity and encourage good relations amongst and between those of all races, abilities, sex, religion or belief, sexual orientation, gender identity, maternal condition, age or marital/civil status.

### **Definition of Bullying**

Bullying can be defined as 'behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group, either physically or emotionally'. Bullying involves an imbalance of power and all types of bullying are damaging to an individual's well-being.

Bullying can take many forms, but includes:

- Physical bullying – any form of violence such as hitting or pushing, any unwanted physical contact or denying an individual access to her property.
- Verbal bullying – name calling, spreading rumours, making threats, sexist, racist or homophobic language.
- Emotional bullying – isolating an individual from a group or activities related to the peer group.
- Cyber bullying – sending threatening or insulting emails, text messages or posting unpleasant messages on social networking sites.

At St Edmund's we aim to take both a proactive approach to anti-bullying and also to take action when an incident of bullying is reported.

### **Active strategies to discourage bullying:**

- Tutors and subject staff are aware of social relationships between students; subject and support staff are encouraged to discuss any concerns with tutors and Heads of House.
- Through the curriculum, assemblies and other activities, students are educated on what constitutes acceptable social behaviour and how to be role models of anti-bullying behaviour. Students are encouraged to work in the St Edmund's Way, fostering co-operation, tolerance and respect for others.

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- Students are given a clear message that bullying is not tolerated at St Edmund's and that everyone is expected to work together to ensure it does not happen.
- Peer mentors and prefects are trained in awareness of bullying, giving them the skills to support girls seen to be vulnerable or potential victims of bullying.
- Girls and parents are urged to report any incident of bullying immediately

### **Process for dealing with bullying incidents:**

Any report of bullying will be taken seriously and dealt with in a consistent and delicate manner, taking care not to victimise or blame any party. Note that labelling a girl as a bully is counter-productive and unhelpful, although referring to 'bullying behaviour' is appropriate.

The emphasis is on supporting all parties in order to find the root of the problem, steering away from the tendency to talk about specific incidents and instead focussing on how certain behaviour makes the student feel.

Students demonstrating bullying behaviour must not be accused or labelled, but supported, encouraged and given a chance to rectify their behaviour. The onus must be on the students involved to search for a solution to the problem and this may involve working with the bystanders and victim. Students must be helped to demonstrate socially acceptable behaviour and to have compassion for the victim.

Sanctions such as removal of free time or internal isolation may be applicable if students displaying bullying behaviour are intransigent over time and all other avenues are exhausted.

### **Logging Incidents**

All reported incidents of bullying must be logged centrally, including how the incident is responded to by the school. The central log will be held by the Pastoral Support Team in the Green Room. Records will be retained for the current year plus 3 years.

See Appendix 1: Central Logging Form for Bullying Incidents.

Approved by the Governors' Ethos Committee

March 2012

## CENTRAL LOGGING FORM FOR BULLYING INCIDENTS

Once completed, this log is to be held by staff in the Green Room.

<b>Reported by:</b>		<b>Date:</b>	
<b>Student(s) who have been bullied:</b> Name(s):		Year Group:	
<b>Students who have bullied:</b> Name(s):		Year Group:	
<b>Date of incident(s):</b>		<b>Time of incident(s):</b>	
<b>Indicate type of incident(s) – please tick one or more box:</b>			
Verbal abuse		Isolation (including being ignored or left out)	
Having personal possessions taken/causing damage to personal property		Cyber bullying (including text messages, emails, social networking sites .....)	
Being forced to hand over money		Spreading rumours or nasty notes	
		Physical abuse	
		Being forced into something against their will	
		Other (please specify)	
<b>Brief description of incident(s):</b>			
<b>Advice given / action suggested by person who logged this complaint:</b>			
<b>Have the parents/carers of the student(s) who were bullied been informed?</b>			Date
<b>Have the parents/carers of the student(s) who have bullied been informed?</b>			Date
<b>Incident dealt with by (staff name):</b>			