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POLICY STATEMENT

The safety and well-being of every pupil at Lady Barn House School is of paramount importance. We are committed to maintaining an environment where every pupil is valued and cared for. The School will challenge all forms of bullying and unacceptable behaviour, which prevents this from happening.

We encourage an atmosphere where the nurturing of independence, individual talents and academic achievement can flourish and be celebrated without fear, recognising that bullying can cause psychological damage and significantly impinge upon a pupil's progress and personal well being

Appropriate and considerate pupil behaviour is encouraged through our high expectations, clear policy and procedures and an ethos that fosters self-discipline and mutual respect between pupils, parents and staff.

This policy is supported by a variety of anti-bullying strategies that are promoted across the school. Staff regularly receive updates and training in anti-bullying strategies and procedures. New members of staff are talked through this policy and its procedures as part of induction.

This policy applies to the whole school, including EYFS department and out-of-hours provision.

RELATED DOCUMENTATION

This policy links to other school policies including: Behaviour, Equality of Opportunity, Use of Reasonable Force, Responsible Use of ICT, E-Safety and Safeguarding.

The importance of this policy and its procedures is clearly stated in various DFE guidance documents. We recognise that bullying is a major concern for pupils and parents. Bullying makes the lives of its victims a misery and it can undermine confidence and self-esteem, and destroy a pupil's sense of security. It can have an impact on its victim's attendance and on their academic attainment. Vulnerable groups can also be targets for bullies, and this can have a life-long negative impact on some young people's lives.

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Within this policy due regard is given to the following documents:

- The Education (Independent School Standards) Regulations, 2014.
- Preventing and Tackling Bullying – Advice for Headteachers, Staff and Governing Bodies (DFE, July 2017).
- Behaviour and Discipline in Schools – Advice for Headteachers and School Staff (DFE, January 2016).
- Keeping Children Safe In Education (DFE, September 2016).
- Safe to Learn: Embedding Anti-Bullying Work in Schools (DCSF, September 2007).
- Lady Barn House School's current Terms and Conditions.

POLICY AIMS

To promote a school environment where pupils:

- feel safe.
- feel happy, calm and are ready to learn.
- feel able to report bullying without fear.
- know what to do if they are being bullied or if they witness bullying.

To promote a school culture where pupils, staff and parents:

- have a clear understanding of what constitutes bullying
- know that all forms of bullying will not be tolerated and will be challenged
- understand the consequences of bullying
- have positive attitudes, good behaviour and respect is shown by all members of the school community to one another

To promote amongst staff awareness and understanding of:

- this policy and its procedures so they are fairly and consistently applied.
- different types of bullying and their typical features.
- those who might be vulnerable to bullying.
- times and places where bullying is more likely to happen.

DEFINITION OF BULLYING

It is the School's view that bullying is a deliberate and hurtful act, by an individual or group, sometimes repeated over time that intentionally hurts another individual or group, usually in circumstances where it is difficult for those being bullied to defend themselves. Bullying results in pain and distress to the victim(s) and impedes their learning.

Bullying can take many forms such as:

- Physical bullying.
- Verbal bullying.
- Emotional and Social bullying.
- Cyber bullying.
- Religious bullying.
- Cultural bullying includes mocking people because of their cultural heritage or beliefs.
- Sexual/sexist bullying.
- Homophobic bullying.
- SEN bullying.
- Disability bullying.

STRATEGIES AND PREVENTATIVE MEASURES

We always treat incidents of bullying very seriously and investigate allegations thoroughly. Bullying conflicts sharply with the School's policy on equality of opportunity as well as with our social and moral principles, and our ethos.

This ethos is designed to instil mutual respect for the whole school community. In addition to this, strategies and preventative measures are in place in order to minimise bullying, as far as is reasonably possible.

As a staff we regularly review:

- our Anti-Bullying Policy and its associated procedures to ensure it is effective and understood.
- issues relating bullying in staff meetings so that a common understanding is held.
- the appropriate response to suspected bullying and how to report such cases.
- the possible times and places where bullying is most likely to occur, e.g. playtimes, in corridors and cloakrooms, on trips and residential visits, or where there is greater freedom for the pupils.
- the possible groups of children who may be vulnerable to bullying.
- effective methods of supervising pupils.

The topic of bullying is discussed with all pupils in an age-appropriate way throughout the year in form time, PSHEE lessons, in assemblies and at other times including:

- through role-play in drama, stories, literature, historical events, current affairs etc.
- through LBHS Core Qualities, which are promoted across the school. For example 'respectful'.
- National Anti-Bullying Week in November.
- Barney's Behaviour Code. This is promoted and displayed in prominent locations around the school.
- discussing the need to tell if they are being bullied or if they witness bullying.

Topics covered include:

- anti-bullying and self-assertion strategies.
- the School Council's Anti-Bullying Charter.
- the effects of bullying on victims.
- the sanctions set by the school for those found to have been bullies.
- Cyber-bullying.
- the role of the NSPCC and Childline and how pupils can make contact with these organisations.
- how pupils can make use of the Listening Boxes in each form room and in key places around the school.

Prevention on the School Site:

- there is a high level of active supervision throughout the school day, especially higher risk times and areas.
- secluded on-site areas are strictly out of bounds to pupils.

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CYBER-BULLYING

Cyber-bullying is increasingly commonplace in schools. We are alert to this trend and have therefore taken additional measures to help prevent its growth at Lady Barn House School.

The Head of ICT will:

- oversee our ICT network and associated filtering system, which blocks inappropriate material, certain websites and social media platforms.
- teach E-Safety to our pupils to raise awareness, in accordance with our E-Safety Policy and the recommendations of the Safer Internet Centre and CEOP.
- advise and support our staff in matters pertaining to cyber-bullying in unison with other knowledgeable staff.

Pupils will:

- adhere to the school's rules as stated in the Responsible Use of ICT Policy, E-Safety Policy and the Cyber-Bullying Code set out in the school diary.
- not use, or be in possession of, a mobile phone or any other electronic communication device whilst at school or whilst engaged in any off-site activity, unless given specific permission by the Head or a member of staff acting on the Head's behalf.

Staff will:

- monitor the pupils' safe use of ICT in accordance with our pupil Responsible Use of ICT Policy.
- promote E-Safety to pupils to raise awareness, in accordance with our E-Safety Policy and the recommendations of the Safer Internet Centre and CEOP.
- offer guidance on all aspects of internet use and how to tackle cyber-bullying.
- offer guidance on how to keep personal details safe.
- investigate allegations of cyber-bullying in accordance with the procedure set out below.

PROCEDURES FOR DEALING WITH INCIDENTS OF BULLYING

- When an incident of bullying occurs, or is alleged, all involved – victim(s), alleged bully/bullies, witnesses - are spoken to individually, normally by the Form Teacher or Head of Department, to get each person's account of what has happened.
- The victim, the alleged bully and any witness may be asked to write down what happened.
- Sometimes bullying is alleged but shown to be a false or misplaced. Records should be checked to see whether there have been previous similar incidents as this may substantiate an allegation.
- If it becomes clear that bullying has taken place, full details are written up on the schools' Anti-Bullying Incident Form, copies of which are passed on to the relevant Head of Department and the Deputy Head (Pastoral).
- The victim of the bullying must be reassured that the school will help them. They should be told what to do if there is any continuation of the bullying. The victim will be monitored carefully for the subsequent period via the school's Pastoral Alert and Watch List systems.
- An agreed member of staff will contact the parents of both the victim and the bully/bullies to inform them of what has happened. A meeting may be convened to discuss the incident in more detail.
- The Deputy Head (Pastoral) and form teacher will hold a meeting with the pupils(s) responsible for

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the bullying. In some circumstances parents of the child found to have bullied may be invited to attend this meeting.

- The aims of this meeting are to ensure that:
 - the pupil understands why their behaviour is that of a bully, why it was wrong and the impact that it had on the child whom they have bullied.
 - the pupil understands that bullying behaviour must stop immediately and what the consequences of continuing would be.
 - to prevent another similar incident from occurring in the future by helping the bully change his/her behaviour.
- Appropriate sanctions will be enforced in line with our Behaviour Policy. This would normally include the pupil's name being entered in the school's formal Discipline Record (either under Unsatisfactory Behaviour or Serious Misconduct). Any previous bullying will be taken in account when determining the appropriate level of sanction.
- If appropriate, the bully and the victim should be brought together with a view to reconciliation. The bully is expected to apologise to the victim/s, either in person or in writing.
- Parents of all parties will be updated if there is any continuation of the bullying. Parents must notify the school as soon as possible if they have any concerns of their own.

RECORD-KEEPING AND MONITORING

- Bullying Incident forms are held in the Bullying/Incident File in the Management Office. These are monitored in the Deputy Head (Pastoral) for any patterns / recurrences.
- All staff are alerted to cases of suspected bullying via the departmental Watch Lists and published Pastoral Alerts.
- The Head and the Designated Safeguarding Lead are informed of all incidents of bullying.
- All recorded cases of bullying are discussed at regular senior team meetings and incidences and patterns of behaviour analysed.

EXTREME OR PERSISTENT BULLYING

- Extreme or persistent bullying will be referred to the Head who may decide to exclude or expel the offender (see Behaviour Policy and current Terms and Conditions).
- In extreme cases it could be necessary to make a report to the Police or Children's Services. However, it is the policy of Lady Barn House School to attempt to resolve all issues internally under the school's own disciplinary procedures, unless the matter was of such gravity that a criminal prosecution was likely.
- If the school believes the problem is more serious than we are qualified to deal with, we recommend that the parents and the school contact an Educational Psychologist known to the school, to provide professional advice on the matter.

PARENTS

Information about anti-bullying and pupil behaviour is made available to new and existing parents through the Parents' Handbook and our website. It is also available upon request from the School Office.

We encourage parents to tell the School of any concerns pertaining to bullying or behaviour, including those relating to incidents online. All concerns raised by parents will be sympathetically heard and investigated in line with the procedures contained within this policy.

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Although we have robust procedures in place to deal with bullying, it is not a common occurrence at Lady Barn House School and any incidences are dealt with swiftly and, we strongly believe, effectively. We value parental support and work with our parents as a partnership.

It is our expectation that parents support the School's stance on bullying and behaviour as set out in the Parents' Handbook, the Behaviour Policy, the Anti-Bullying Policy and the School's current Terms and Conditions.

HELPFUL ORGANISATIONS

- [Childline](#) – 0800 1111
- [NSPCC Helpline](#) - 0808 800 500
- [Parentline Plus](#) - 0808 800 2222
- [The Anti-Bullying Alliance](#) - (ABA)
- [Kidscape](#) - Charity established to prevent bullying and promote child protection providing advice for young people, professionals and parents about different types of bullying and how to tackle it. Parents Helpline (Mon-Fri, 10-4) 0845 1205 204
- [ChildNet](#) - International: Specialist resources for young people to raise awareness of online safety and how to protect themselves.
- [Mencap](#) - Represents people with learning disabilities, with specific advice and information for people who work with children and young people.
- [Changing Faces](#) - Provide online resources and training to schools on bullying because of physical difference.

POLICY REVIEW

Updates to this policy may occur over time, following policy reviews and updates to the law or new DFE guidance. At Lady Barn House School, the Senior Leadership Team will monitor the procedures and the effectiveness of this policy and make changes as appropriate.

Last review date: Autumn 2017
Reviewed by: Mr D Slade - Deputy Head (Pastoral)
Approved by: Board of Directors' Education & HR Committee
Next review date: Autumn 2020