

ANTI-BULLYING-POLICY

(see also Behaviour, Discipline, Rewards and Sanctions)

This policy is applicable to all pupils, including those in EYFS

AIMS

In preparing this policy the school has taken account of DFE guidance '*Preventing and Tackling Bullying, July 2017 embedding anti-bullying work in schools.*

The Policy is available to parents on the website, to which they are directed.

The school's life is built around the principle of each of us showing care and consideration for others: we aim to provide a secure environment in which everyone can learn and grow. This principle will regularly form the basis of assemblies and the whole School community will frequently be reminded of its importance. In the Prep School, Plus Certificates are given out every week in assembly as acknowledgements of pupils who have behaved with consideration towards others. In Pre – Prep and Nursery, pupils who have been particularly positive towards others, are picked out for special mention. On the other hand we recognise that for a variety of reasons occasional negative behaviour will sometimes arise. The role of staff in minimising the potential for bullying to occur by setting the right example, diligent supervision, especially of areas such as the Changing Rooms, and understanding the problem (supported by appropriate training and resources) is crucial. We also recognise that bullying may occur outside school. When an incident of bullying involves our pupils and it is brought to our attention, we will act wherever it occurs. We define bullying as:

- deliberately hurtful behaviour, either physically or emotionally, by an individual or a group
- it is repeated over a period of time
- it may involve a real or perceived power imbalance

Bullying can take many forms, all of which are unacceptable. The four most likely to occur are:

Physical aggression, such as kicking and hitting; **Verbal** – using threatening language or taunting and insulting (including gesture), producing offensive graffiti; **Cyber** - inappropriate text messaging and emailing; sending offensive or degrading images by phone or via the internet; **Indirect/emotional** – spreading unpleasant rumours or excluding from social groups or extortion.

Bullying may be related to:

race, religion or culture; special educational needs (SEN) or disabilities; appearance or health conditions; sexual orientation (homophobia); home circumstances; sexism or sexual motivation.

Bullying in all its forms is serious and dangerous; it can cause real harm, including psychological damage, to individuals young or old: bullying of any description is not tolerated at Christ Church Cathedral School

Cyber Bullying

The Headmaster is ultimately responsible for online safety. The School's approach to online safety forms an inherent part of the Safeguarding policy. The ICT Manager (Bursar) and the Head of ICT and Computing who are in charge of the Network, are responsible for the appropriateness of the content that pupils are able to access and will monitor the use of the network to ensure that it is used safely. The Head of ICT and Computing and the Head of PSHE are responsible for ensuring that the pupils are aware of dangers and of proper ICT use.

Cyber Bullying is increasingly prevalent with the use of electronic devices and phones in schools.

At CCCS, we aim to prevent it by taking the following actions:

- Boys are not allowed to have their phones in school; if they are required in order to allow independent travel to school then they should be handed into the school office in the morning and reclaimed at the end of the school day. Any boy found to be continuously flouting this policy by retaining his phone during the day may have the right to bring a phone into school removed, following consultation with parents.
- Boys are given specific lessons about appropriate behaviour online and on electronics devices as well as keeping themselves safe, as part of their ICT/Computing lessons and the PSHE programme. The Head of ICT and Computing ensures that all boys receive an update on this training during each academic year. Specifically, boys are advised not to give out any personal information, including email addresses, date of birth, home addresses and phone numbers, to anyone that they do not know personally.
- All pupil and staff computer log-in details remain private to each individual. Only the school data manager holds this information.
- Blogging and social websites are blocked by the ICT Manager (Bursar) so that pupils cannot access them in school.
- Disciplinary action will be taken against any boys who do not follow the ICT Code of conduct for the school (see ICT policy) and their rights to use school computers may be removed.
- Cyber Bullying can take place at any time, but the school will deal with any incidents of Cyber Bullying by and on its pupils whenever and wherever it has taken place, using the same process for any bullying (see below).
- Any pupil who is subjected to Cyber Bullying of any form is advised to save all electronic trails and to Print Screen information whenever possible. This information should then be brought to the attention of staff or parents as soon as possible so that action can be taken (as indicated below).
- A list of websites and information about Cyber Bullying is displayed in the ICT room.
- Parents are invited into school to attend an Internet Safety Awareness Forum; this event will be repeated on a regular basis.
- Parents will be notified of any instances of Cyber Bullying as outlined in the process below.
- Online safety will form an important part of staff training on Safeguarding
- The Bursar will ensure the school manages personal data in line with statutory requirements.

The ICT Code of Conduct, which has as its principal raison d'être, the safety of the pupils is a part of the Cyber bullying policy.

RESPONSIBLE INTERNET & ICT USE

Rules for Staff and Pupils

The computer system is owned by the school. This Responsible Internet Use statement helps to protect students, staff and the school by clearly stating what use of the computer resources is acceptable and what is not.

- Irresponsible use may result in the loss of Internet or computer access. Ultimately a pupil may receive an Internal Suspension or a Suspension if they continue to misuse the network
- Network access must be made via the user's authorised account and password, which must not be given to any other person.
- School computer and Internet use must be appropriate to the student's education or to staff professional activity.
- Copyright and intellectual property rights must be respected.
- E-mail should be written carefully and politely, particularly as messages may be forwarded or printed and be seen by unexpected readers.
- Users are responsible for e-mail they send and for contacts made.
- Anonymous messages and chain letters are not permitted.
- The use of web-based e-mail accounts e.g. Hotmail, is restricted for pupils.
- Use for personal financial gain, gambling, political purposes or advertising is not permitted.
- ICT system security must be respected; it is a criminal offence to use a computer for a purpose not permitted by the system owner.
- Non-educational games are not allowed to be downloaded from the internet.
- No food or drinks are allowed in the suite, except for water bottles which must be kept well away from the computer equipment at all times and only used with the permission of the teacher in charge.
- Under no circumstances should a pupil use ICT systems or other electronic media to bully others. Cyber bullying is a serious issue.

The School may exercise its right to monitor the use of the its computer systems, including individual files and directories, access to web-sites, the interception of e-mail and the deletion of inappropriate materials where it believes unauthorised use of the school's computer system is or may be taking place, or the system is or may be being used for criminal purposes or for storing unauthorised or unlawful text, imagery or sound.

ACTION AGAINST BULLYING

We cannot deal with a genuine bullying problem until we know about it. We recognise that sometimes, especially in the case of verbal bullying, it will take place outside the earshot of a member of staff. It is crucial that if a boy feels that he has been a victim of bullying he must speak with a member of staff or to his parents: no-one must suffer in silence. Boys will be made aware of what is unacceptable behaviour through Assemblies, PSHE, class discussion and individual contact. The school raises awareness of staff through training as part of the cycle of termly whole-staff inset, taking action to reduce the risk of bullying at times and in places where it is most likely and through discussions in regular staff meetings. In each academic year the national Anti-Bullying week campaign is used to focus both pupil and staff attention on bullying prevention: boys present assemblies and design posters, for example. In assemblies in particular, scenarios invite boys to consider how they can help when they are witnesses to bullying.

Prefects, as part of their role, are expected to set an appropriate example by behaving to others, especially younger pupils in a considerate manner. They are instructed to look out for and act against bullying wherever and whenever they come across it. They are also instructed to report any potential bullying to a teacher and explain any concerns during weekly Prefect meetings which are held on Fridays during morning break.

As part of the triangular relationship between pupils, staff and parents underpinning School life and articulated in our Aims and Code of Conduct and in the Pre – prep’s Golden Rules, we seek to involve parents where appropriate in helping to prevent bullying.

Staff will talk to the alleged culprit and the victim (separately) to try to find the reasons for this behaviour. The teacher may give a warning, depending on the outcome of discussions. The Form Tutor or Housemaster (as appropriate) will be responsible, as the circumstances demand, for informing the parents (either verbally or in writing) of both perpetrator and victim, and the behaviour will be logged, using the Communications tab in the boy’s Engage (whole-school pupil, staff and information management system) profile. Confidentiality will be maintained wherever appropriate. Boys will be made aware that action will always be taken in these cases. Both parties will be interviewed, separately, in the days that follow and from time to time to ensure that all is well. This task will be undertaken by the Form Tutor in the first instance. If it is deemed appropriate, the pupil concerned may be given an after school detention, during which time he would be asked to consider the consequences of such behaviour.

If the situation continues, the member of staff involved will refer the matter to The Deputy Head or another member of SMT who will speak to the children concerned. Further information will be added to the Communications tab on Engage and sent to the parents, who will be asked to come into school to discuss the matter with the Deputy Head, Headmaster or Head of Pre-Prep. Both parties, where appropriate, will be counselled. In serious cases a copy of the information gathered will be placed on a boy’s file as part of his disciplinary record. At this stage it is likely that a boy will be given an internal suspension. This is a serious punishment and it is hoped that this would act as a deterrent.

Any boy who consistently bullies will be suspended from school and this suspension will be placed on his record. Continued bullying on his return to school will lead, finally, to expulsion.

A central register of bullying incidents is kept by the Deputy Head in order to identify and monitor patterns. All incidents are recorded in Engage in the pupil’s daybook.

If a pupil feels he’s being bullied or if anyone feels that someone else is being bullied, they should speak to another person, this could be anyone, but could include:

- Their Form Tutor
- A class teacher
- A prefect
- The Deputy Head

- The Headmaster
- The School Counsellor
- The External Listener
- Boarding House Staff
- In the case of Cyber bullying or in matters of online safety, the ICT Manager (Bursar) and the Head of ICT and Computing who are in charge of the School network, should also be considered.

If anyone responsible for dealing with an incident of bullying considers that a child is likely to suffer significant harm from bullying, they should consider the matter a child protection issue and the issue referred to social care or the police where appropriate. The matter should be discussed with the DSL who would normally make the referral after considering the matter, though any member of staff should feel able to make a referral if necessary. It is likely that normal disciplinary procedures would have been pursued first.

We are aware that those pupils with SEN are more likely to be victims of bullying and, consequently, this is taken into consideration when dealing with instances of bullying.

Reviewed by SMT 19th April 2021

BULLYING - WE CARE – NOTICE FOR CLASSROOMS

At CCCS we will not tolerate bullying

Bullying has occurred when someone repeatedly and deliberately causes someone else to be unhappy over a period of time. It can be:

Physical - when someone is kicked, punched tripped over and hurt

Verbal - when someone is teased, called names or has untrue rumours spread about him

Extorting - when someone is forced to give something

Excluding - when someone is deliberately left out

Cyberbullying - using text, email or web space to write or say hurtful things

Who can you tell?

Reporting bullying is NOT sneaking. You are doing yourself and everyone else a favour. You and everyone else **have the right** not to be bullied. **Report it** if you are being bullied or know that someone else is being bullied.

You can tell anyone about an incident of bullying but here are some suggestions of people you can tell:

- your Form Tutor
- any other teacher - perhaps one you particularly like and trust
- the matrons
- your own parents
- a particular friend who you know won't be afraid to come and tell somebody
- if you find it difficult to talk to anyone at school or at home, ring ChildLine on Freephone 0800 1111. This is a confidential helpline.

What will happen?

- We will listen to you.
- We will talk to you to find out what is happening.
- We will then talk to the bully to find out his side of the story.
- We will (but only if you want to) try to get you together to sort out the problem.
- We will do everything we can to make sure that the bullying does not continue by seeing you or the bully on several occasions.

You **must** tell us if it happens again.

We cannot, though, promise to keep a matter of bullying confidential between the child who has reported it and the adult to whom it is reported as the adult has a duty of care to follow up reports of bullying with the necessary people in order to address the issue. Nonetheless, it is always better to report bullying than to do nothing.

What will not happen?

We will make sure that it will not get worse, so don't let the bully threaten you and tell you not to 'sneak'.

We are here to help you.