



## Anti-Bullying

### Policy Statement

Rowan Preparatory School is opposed to bullying. Bullying is behaviour by an individual or group, repeated over time, that intentionally inflicts suffering on another individual or group. Bullying is wrong and damages children, the intentional hurt to others can be physical or emotional and is often motivated by prejudice against particular groups. Rowan recognises the seriousness of bullying in causing psychological damage and even suicide. For this reason we seek to promote good behaviour in all that the girls do, rather than merely deter anti-social behaviour. It is recognised that no school is likely to be completely free from incidents of bullying from time to time but this school regards bullying as particularly serious and firm action will always be taken against it. In cases of severe and persistent bullying the sanctions of exclusion or expulsion may be imposed by the school.

This policy applies to all members of our school community, including those in our EYFS setting. This document is available in line with our Provision of Information Policy and should be read in conjunction with: Behaviour and Discipline policy document; Policies for Acceptable use of Technology for Pupils and Staff, Exclusions policy document; PSHE (personal, social, health & economic) schemes of work and SMSC (spiritual, moral, social & cultural) development of pupils. The policy has regard to relevant legislation and governmental guidance.

Rowan is fully committed to ensuring that the application of this policy is non-discriminatory in line with the UK Equality Act (2010). Further details are available in the school's Equal Opportunity Policy document. Rowan seeks to implement this policy through adherence to the procedures set out in the rest of this document.

### Aims and Objectives of the Anti-Bullying Policy:

This policy applies to all pupils, including those in the EYFS setting and aims to

- to help members of the school community to deal with bullying when it occurs and, even more importantly, to prevent it.
- provide pupils with a safe and secure working environment
- produce a consistent response by the school to any bullying incidents that may take place
- ensure that every member of the school community feels valued and respected
- ensure every member of the school community behaves in a considerate way towards others
- ensure that all girls are treated fairly and apply this Anti-Bullying policy in a consistent way
- comply with and demonstrate our commitment to upholding the 2004 Children's Act principles for every child to be healthy, stay safe, enjoy and achieve, make a positive contribution and also achieve economic well-being.

Rowan Preparatory School's Anti Bullying Policy pays due regard to the DCSF Guidance [Safe to Learn: Embedding anti-bullying work in schools](#)

### Procedures

#### 1. Recognising the Signs of Bullying

Bullying is deliberately harmful behaviour over a period of time. Staff will watch out for the signs and symptoms of the following forms of bullying:

- Racial
- Sexual
- Disability
- Special Educational Needs
- Cyber (social websites, mobile telephones, text messages, photographs and e-mail)
- Religious

- Cultural
- Sexist
- Homophobic
- Transphobic
- Child is adopted
- Child is a carer

Rowan Preparatory School recognises that any pupil can be bullied but certain factors that can make bullying more likely are:

- race, religion, sexual orientation or social class
- a lack of close friends in the school
- shyness
- a disability or some other obvious difference, eg stammering or acne.

Staff will suspect bullying is occurring if a pupil:

- becomes withdrawn and anxious
- becomes aggressive, disruptive or unreasonable
- shows a deterioration in his or her work
- starts to attend school erratically
- has spurious illnesses
- persistently arrives late at school
- prefers to stay with adults.

## 2. Preventing Bullying

The school will take every opportunity to demonstrate to pupils, through the curriculum (usually PHSE and assemblies) and by example, that it is totally opposed to bullying.

Staff will not ignore bullying or suspected bullying. All school staff will, wherever possible, intervene to prevent bullying incidents from taking place. They will also take action to reduce the risk of bullying at times and in places where experience shows it is most likely to occur, for example, by ensuring an adequate staff:pupil ratio for all activities.

The school will encourage pupils to report any incidents of bullying to a teacher or other adult at school. Pupils will be told that they may bring a friend with them if they wish.

The school will ensure that all staff, pupils and parents are aware of the school's anti-bullying policy. Staff will praise and encourage pupils when they show kindness and consideration to others.

## 3. Dealing with Bullying Incidents

Any incidents of bullying will be taken seriously and dealt with as quickly as possible. Staff will do all they can to support the victims of bullying and make it clear to the bully that this behaviour is not acceptable.

In dealing with bullying, school staff will:

- share the information with all staff who work in the building (ie Rowan Hill or Rowan Brae)
- not make premature assumptions
- listen to all accounts of the incidents
- adopt a problem-solving approach that encourages pupils to find solutions rather than simply justify themselves
- make regular follow-up checks to ensure that bullying has not resumed.

## 4. If a Pupil is Bullied

Staff who receive a report of a bullying incident from a pupil will:

- listen to the pupil's account of the incident
- reassure the pupil that it was right to report the bullying incident
- make it clear to the pupil that he or she is not to blame for what has happened
- explain that the pupil should report any further incidents to a teacher or other member of staff immediately

- report the incidents (with notes to the Headteacher or Head Pre Prep Nursery)

Staff will ask the pupil:

- what has happened
- how often it has happened
- who was involved
- where it happened
- who saw what happened
- what he or she has done about it already.

The school recognises that bullying may take place outside school or via cyberbullying, pupils are encouraged to talk to a member of staff regarding any incident that they are concerned about.

#### 5. Advice to Pupils

The school will advise pupils who are caught up in bullying incidents to:

- stay calm and look as confident as possible
- be firm and clear, look the bully in the eye and tell them to stop
- get away from the situation as quickly as possible
- immediately tell an adult what has happened.
- talk to adults when finding themselves as bystanders to bullying incidents

The school recognises the importance of educating pupils regarding the ways technology can be used to facilitate cyberbullying and create risk to personal safety. The school's Technology Policies and curriculum cover in more depth E Safety and Acceptable use of Technology and Mobile Devices including cameras by both pupils and staff.

#### 6. Peer Support Services

Staff at Rowan Hill will refer pupils involved in bullying incidents to the Deputy Head whose role is to manage the welfare of pupils, at Rowan Brae staff will refer pupils to the Head Pre Prep Nursery who will initiate support through:

- befriending
- circle of friends
- support groups
- mediation by adults
- mediation by peers
- assertiveness training groups.

#### 7. Helping the Bullies to Change

Staff will spend time to help pupils who have bullied others to change their behaviour. If a pupil is bullying others, staff will:

- talk to the pupil and explain that bullying is wrong and makes others unhappy
- discuss with the pupil how to join in with others without bullying
- talk to the pupil about how things are going at school, her progress and friends
- give the pupil lots of praise and encouragement when he or she is being kind and considerate to others.
- use educational elements such as PSHE, assemblies, projects, drama, stories, literature, historical events, current affairs to raise awareness of effects of bullying

#### 8. Dealing with Serious Bullying

If the preventative measures and peer support strategies do not succeed, serious bullying will be dealt with under the school's discipline policy. The bully will:

- be removed from the group
- lose any break or lunchtime privileges

- be suspended for a fixed period
- be excluded for a fixed period

In the most serious cases, permanent expulsion will be the most likely sanction if the bullying:

- involves serious actual or threatened violence against another pupil
- amounts to persistent and defiant misbehaviour.

#### 9. Recording Incidents

All incidents of bullying and discussions with the pupils involved will be recorded in writing along with the school's response. These records are kept in the Head Teacher's office and reviewed by the Head Teacher every term in order to identify any patterns to be identified quickly.

#### 10. Co-operating with Parents and Carers

The school will work with parents in dealing with bullying as soon as an issue arises. All staff, pupils and parents should be aware that bullying exists and share a commitment to combat it and to make the school a happier place for everyone including the part everyone plays in preventing bullying. Whilst bullying is not a specific criminal offence, there are criminal laws which apply to harassment and threatening behaviour, these are relevant to this Policy. The school will ensure that parents are aware of the school's anti-bullying policy. Parents, carers and families are often the first to detect signs of bullying. Common physical symptoms include headaches, stomach aches, anxiety and irritability. The school encourages parents who suspect that a child is bullying or being bullied to immediately contact the school and make an appointment to see the child's teacher or form tutor. Parents and carers will be informed of incidents and involved in discussions. The school will discuss with parents how they can work together to move forward positively.

#### 11. Communication with other agencies

Where there is reasonable cause to believe that a child is suffering, or likely to suffer, significant harm from a bullying incident it will be treated as a Child Protection concern and dealt with following the school's Child Protection (Safeguarding) policy. This will include liaison with external agencies such as the police and children's social care as appropriate.

#### 12. Education and Training

Rowan Preparatory School has a commitment to raising staff awareness of bullying behaviour amongst children and how it can be dealt with and prevented, along with understanding of the school's policy and procedure. Such training and discussion is provided during regular staff meetings as well as through specialist training sessions which take place from time to time.

Through the use of educational elements such as PSHE lessons, assemblies and current events we raise awareness of differences between people and the importance of avoiding prejudice. Our policies are communicated to parents, pupils and staff and create an environment of good behaviour and respect.

This document is published on the school website and is reviewed annually by the Compliance Administrator or as events or legislation change requires. The next scheduled date for review is November 2018.