



TITLE OF POLICY	Anti-Bullying
COVERAGE	Whole School
PERSON(S) RESPONSIBLE	Principal Heads of School
CONTRIBUTORS	SLT
DATE OF RATIFICATION	September 2016
DATE FOR REVIEW	September 2017

1. Aims and Principles

The ICS Anti-Bullying Policy aligns with procedures for both the Behaviour Policy and Child Protection & Student Safeguarding Policy. The rationale for having separate a Anti-Bullying Policy is to acknowledge the seriousness with which the school views any sort of bullying, whether physical and/or emotional or psychological.

The aim of the policy is to prevent any kind of bullying and to ensure that everyone can thrive in a supportive, caring and safe environment without fear of being bullied. All members of the community, including SMC, SLT, teaching and non-teaching staff, students and parents should have an understanding of what bullying is and be familiar with the school policy on bullying. The goal of the policy is to help members of the school community to deal with bullying when it occurs and, even more importantly, to prevent it. Bullying is an anti-social behaviour which affects everyone; it is unacceptable and it will not be tolerated. Everyone in the ICS community has a responsibility to report any incident of bullying that comes to their attention and these reports will always be taken seriously.

The ICS Anti-Bullying Policy should be read in conjunction with the school's Child Protection and Student Safeguarding Policy, Acceptable Use of IT & Social Media Policy, Behaviour Policy and Inclusion Policy

2. Definition of Bullying

Bullying may be defined as any deliberately hurtful behaviour, usually but not exclusively repeated over a period of time, by one or more persons which intentionally hurts another student or group of students, physically or emotionally.

Examples of unacceptable bullying behaviour include:

- Physical (including sexual) assault
- Verbal abuse, by name calling, threatening, teasing or making offensive remarks
- Cyber-bullying, which is defined as the use of ICT by an individual or group in a way that is intended to upset others
- Indirect emotional tormenting by excluding from social groups or spreading malicious rumours
- Adult intimidation (see 2.1 below)

2.1 Adult Intimidation

Any direct contact between the perpetrator's parents (or any other adult family member or friend of that family) and the victim or his family is strictly forbidden; and any such contact will be viewed in itself as a form of bullying through intimidation. Any such intimidatory behaviour may lead to the permanent exclusion of the student concerned.

3. Anti-Bullying Procedure

3.1 What to look for:

Students who are being bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, lacking concentration or truanting from school. Members of staff and all members of the community must be alert to the signs of bullying; and community members should act promptly and firmly against it, in accordance with the policy. Surveys have shown that in the vast majority of bullying incidents, most people knew that what was going on was wrong. Sometimes people, either through lethargy, peer group pressure, or tacit support for what is going on fail to take action.

3.2 What to do:

3.2.1 If you are the victim:

- If you feel able to, confront the bully by verbally making him/ her aware that you think that what he/ she is doing is wrong.
- Share your feelings with someone else.
- If possible talk to a member of Staff. This could be your Class Teacher/ Form Tutor, or any member of staff you feel comfortable talking to. If you would rather not go straight to a member of staff, talk to your friends or any trusted adult. They may well be able to advise on an appropriate course of action, or will be able to involve other people who can.

3.2.2 A witness (student):

- Support the victim by offering your friendship and make it clear that in your opinion what is happening to them is wrong.
- Encourage them to speak out on their own behalf by confronting the bully, or with their permission, confront the bully yourself.
- Accompany the victim to a trusted adult, or suggest that you see their Class Teacher, Form Tutor, SLT etc.

3.2.3 A witness (staff):

- Reassure and support the pupils involved.
- Advise them that you are required to pass details on to the relevant member of the pastoral team. (Class Teacher, Form Tutor, SLT etc.).
- Inform an appropriate member of the SLT as soon as possible..

4. What Will Happen Next

The victim will be interviewed by their Class Teacher/ Form Tutor or a member of the SLT, on their own, and asked to write an immediate account of events. The process for dealing with bullying will be explained clearly to them. The victim is also given the opportunity to discuss his own reactions and behaviour towards the bully. The victim is given support and advice and counselling is suggested if deemed appropriate. Once a Class Teacher/Form Tutor and SLT are clear that a bullying offence has been committed, the perpetrator(s) and any others involved will be interviewed individually and asked to write an immediate account of events. The process for dealing with bullying will be explained clearly to them.

In all cases where bullying is proven both the victim's parents and perpetrator's parents will be asked to attend a meeting with the Head of School and/or Principal

Details of the incident may be recorded in a pupil's files. In the first instance, and depending on the severity of the case, a member of SLT will interview the pupil or pupils whose behaviour has caused distress and agree a consequence. It will be made clear why the behaviour was inappropriate and unacceptable. Support and counselling may be offered.

Depending on the severity of the bullying the perpetrator(s) may be issued with a verbal or written warning; temporarily excluded from school (for a period of up to 2 weeks); or permanently excluded.

It will also be made clear to both the perpetrator(s) and their parents that any further incident or discussion about the current incident (including any form of **Adult Intimidation** - see 2.1 above), will be considered to be further bullying.

Any perpetrator who continues to bully other students will be permanently excluded from the school.

Please note that consequences for bullying will be applied in accordance with the School's Behaviour Policy; Child Protection and Student Safeguarding Policy; and the Acceptable Use of IT & Social Media Policy