



LOCHINVER HOUSE

Anti-Bullying Policy

Lochinver House School is committed to providing all our pupils with a caring, safe and listening environment where all pupils are treated with respect and dignity. The School actively promotes the welfare of all the pupils at the School and ensures their well-being is protected at all times.

The Department for Education standards are met provide that the Governors ensure that bullying at the School is prevented in so far as reasonably practicable, by the drawing up and implementation of an effective anti-bullying strategy. The record of bullying is reviewed termly by SLT and any themes or patterns identified are reported on at Education Committee meetings

Bullying can cause serious physical and emotional (and psychological) damage and can even result in suicide.

Bullying is anti-social behaviour and has wide ranging effects; it is unacceptable and will not be tolerated. Pupils and parents of pupils should be assured that known incidents of bullying will be responded to. Any issues of bullying are treated by the School very seriously. The ethos of our school fosters high expectations of good behaviour and respect and we will consistently challenge any behaviour that falls below this.

A definition of bullying is something that is repeated over time and intentionally hurts another pupil or group physically or emotionally and is often motivated by prejudice against particular groups, for example, on grounds of race, religion, culture, sex, gender, homophobia, special educational needs and disability, or because a child is adopted or is a carer - it may occur directly or through cyber-technology (social websites, mobile 'phones, text messages, photographs and email) which can happen at all times of the day, with a potentially bigger audience, and more accessories as people forward on content. Bullying behaviour may include:

- Emotional and Social: being unfriendly, excluding from social groups, spreading rumours, tormenting (eg hiding books, threatening gestures)
- Physical: pushing, kicking, hitting, punching or any use of violence
- Verbal: name calling, teasing, sarcasm, making remarks
- Written
- Through cyber technology:
 - sending threatening or abusive text messages
 - creating and sharing embarrassing images or videos
 - 'trolling' - the sending of menacing or upsetting messages on social networks, chat rooms or online games
 - excluding children from online games, activities or friendship groups
 - setting up hate sites or groups about a particular child
 - encouraging young people to self-harm
 - voting for or against someone in an abusive poll
 - creating fake accounts, hijacking or stealing online identities to embarrass a young person or cause trouble using their name
 - sending explicit messages, also known as sexting
 - pressuring children into sending sexual images or engaging in sexual conversations



Pupils who are being bullied may show changes in behaviour, such as becoming shy and nervous, becoming unusually aggressive, feigning illness, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, lacking concentration or truanting from School. Parents and staff should be observant in these changes in behaviour and report them to the School.

Although bullying is not a criminal offence, there are criminal laws which apply to harassment and threatening behaviour. The School seeks to counter any form of bullying through the active promotion of pupil well-being, dealing sensitively with each incident and ensuring every opportunity is given to listen to pupils and taking action when required.

We aim to raise awareness of staff through training, so that the principles of the School policy are understood, legal responsibilities are known, action is defined to resolve and prevent problems, and sources of support are available. Some forms of bullying are illegal and should be reported to the Police – these include violence or assault, theft, repeated harassment or intimidation and hate crimes. Where appropriate, the School invests in specialised skills to help understand the needs of our pupils, including those with special educational needs or disabilities, and gay bisexual and transgender (LGBT) pupils.

The School's staff must be alert to the signs of bullying and act promptly and firmly against it in accordance with School policy. Bullying concerns are raised at staff meetings and anti-bullying strategies are discussed and training provided where necessary.

Staff should recognise that children are capable of abusing their peers. A whole school approach to preventive education ensures that the curriculum, school policies, pastoral support and whole school ethos complement each other to create an environment that helps to prevent negative behaviour. Our policies make it clear that victims of peer on peer abuse will be supported as will the perpetrator. The School recognises that in cases of pupil on pupil abuse that all the children involved, whether perpetrator or victim, are treated as being "at risk" and will act accordingly to safeguard their welfare. Actions include educating pupils to recognise the signs of this type of abuse and the systems in place to report it, as well as giving support and counselling to both the victim and perpetrator – working in partnership with their parents/ carer.

Staff talk regularly with pupils through formal forums such as assemblies, Anti-bullying Council (ABC) meetings and the School Council. Within the curriculum, the School raises awareness of the nature of bullying through PSHEE (Personal, Social, Health and Economic Education), Form or Tutorial time and in subject areas such as Drama, Literacy, History and RS in an attempt to eradicate such behaviour. Through these forums we also aim to build resilience to enable pupils to protect themselves and others, promote and understand the differences between people and avoid prejudice-based language. Also discussed are the part pupils and parents can play to prevent bullying, including when they find themselves as bystanders. There is also informal discussion to assess areas in the School and times in the day when bullying is most likely to occur so that action can be taken to reduce the risk of it happening. When concerns are raised about unkind or bullying behaviour taking place in a certain area of the School, these are patrolled regularly by a member of staff.

Pupils and parents are encouraged to report bullying, including cyber-bullying and bullying which occurs outside School. If parents are concerned they should contact the School immediately and we ask parents to work closely with the School to address any issues.

At Lochinver House the ABC has been set up for the pupils to help each other address bullying issues. ABC members receive special training to support their work and hold regular meetings where a wide range of issues are discussed.

Pupils who are being bullied are encouraged to talk to any adult in the School, a member of the ABC, or any other member of the School community. Staff should ensure they do not pass off general comments made as banter. Pages within the pupils' planner (Year 3 and above) highlight people within School to talk to and organisations where help and advice can be sought. Pupils are also made aware of the anonymous electronic reporting system SHARP (Student Help and Advice Reporting Page). In addition to this the NSPCC speak to our Key Stage one and two pupils via their Speak Out Stay Safe campaign, biennially.



Pupils are educated in Computing and Digital Learning lessons and through PSHEE on acceptable use of technology. The Head of Computing and Digital Leader works closely with our CEOP (The Child Exploitation and Online Protection Centre) trained ambassador and we have visiting speakers who work with pupils on safe use of cyber technology. All PCs have 'screen capture' software installed called Securus which captures any inappropriate text.

The Acceptable User and Cyber-Security Policies for Staff and Pupils give guidance on the use of technology and devices in the classroom and beyond. When signing in, visitors are made aware that personal mobile devices, such as mobile phones and tablets and cameras, must not be used on the School site in the presence of children.

The following steps are taken when dealing with incidents. This helps identify any patterns:

- If bullying is suspected or reported, the incident is investigated and dealt with immediately by the member of staff who has been approached
- School staff record incidents where sanctions have been applied under the names of those pupils involved on School Base (our School database) with an account of the incident including those involved
- It may be necessary to refer the incident immediately to the Head or Year, Deputy Head or Headmaster or in their absence another member of SLT who may then want to conduct further interviews and investigation
- It may be necessary, if the School feels it is appropriate, to consult and/or meet with parents or carers to ensure that there is consistent support for those involved at home and at School
- Sanctions will be used as appropriate following the Behaviour Management, Reward and Sanctions and Exclusions Policy and recorded on School Base
- Each week sanctions applied are reviewed by Heads of Year and the Deputy Head
- A centralised record of bullying incidents is kept in order to evaluate the effectiveness of the School's approach to bullying and also to enable any patterns to be identified

Pupils that have been bullied are discussed at the Head of Year weekly meetings to determine if referral to the School's Matron or Child and Family Support Worker is required. If it is felt a referral to an external agency, such as the police, is required, a meeting to discuss the pupil(s) will be arranged immediately. A bullying incident is treated as a child protection concern when there is reasonable cause to believe that a pupil is suffering or likely to suffer significant harm. Such cases are reported to the DSL in line with the School's Safeguarding and Staff Behaviour and Code of Conduct Policy and Procedure.

Pupils who have been bullied are supported by:

- Offering an immediate opportunity to discuss the experience with a teacher
- Carrying out further investigation if necessary
- Reassuring the pupil
- Offering continuous support
- Restoring self-esteem and confidence
- Informing parents, if the School decides that it is appropriate
- The opportunity through a mediator to meet with the bully(ies) to help build a positive relationship
- If necessary, spend time with the Child and Family Support Worker
- However there may be circumstances in which the police need to be called in, either as a last resort or because of the seriousness of an incident:
 - a bullying incident could have serious consequences for the victim - making a judgement about this can be very difficult because even incidents which are perceived as being minor by an observer can have potentially serious long-term consequences for a victim
 - other strategies have failed or are considered to be inappropriate because of the seriousness of what has happened and
 - there is a reasonable possibility that making such a report could make the bullying less likely to recur and produce an outcome that helps the victim



Pupils who have bullied are helped by:

- Discussing what happened
- Discovering why the pupil became involved
- Establishing the wrong doing and need to change
- Creating the opportunity for apology
- Undertaking any necessary sanction, exclusion may be necessary in cases of severe or persistent bullying
- Informing parents, if the School decides that it is appropriate
- If necessary, spend time with the Child and Family Support Worker
- Where necessary, inform outside agencies such as the police or Hertfordshire Social Care Team

Any disciplinary steps taken will follow the Behaviour Management, Rewards and Sanctions and Exclusions Policy.

Policy Reviewed: 30.11.2018

Policy Review Date: 29.11.2020

Policy linked to: Acceptable User and Cyber-Security Policy – Pupils and Staff, Behaviour Management, Rewards and Sanctions and Exclusions Policy, Data Protection Policy, Equal Opportunities for Pupils, Privacy Notice, PSHEE, British Citizenship and Careers Policy, Safeguarding and Staff Behaviour and Code of Conduct Policy and Procedures, Supervision of Pupils Policy.

The Head of EYFS and Pre Prep is the named practitioner responsible for behaviour management issues regarding Early Years pupils.

Any data held in relation to the content of this policy will be managed in accordance with our Data Protection Policy and Privacy Notice.

