Haileybury

Countering Bullying Policy

1. Aims and Objectives

1.1. Haileybury is committed to being a welcoming and friendly community where unkindness and bullying, or peer on peer abuse, have no place. We encourage pupils to respect one another and to be helpful and tolerant in their approach. We expect all members of our community to adhere to this policy to ensure that bullying does not take place at our school.

2. Definitions

2.1. **Peer on peer abuse** - this is the term used to describe a situation where one pupil abuses another. It is defined in "Keeping Children Safe in Education" as follows: 'This can include (but is not limited to) bullying (including cyberbullying); sexual violence and sexual harassment; physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm; sexting and initiating/hazing type violence and rituals.'

2.2. Bullying is characteristically repeated behaviour by any pupil where the intention is to cause hurt, harm or distress to another. A single incident with these intentions can also be considered as bullying and as such peer on peer abuse.

2.3. Bullying can involve an imbalance of power between the bully (or bullies) and the person being bullied. This is particularly so when the behaviour is directed towards someone who is younger, weaker (mentally or physically) or socially less confident.

2.4. Bullying can take many forms including physical assault, emotional or verbal abuse, and cyber-bullying such as the sending of hurtful emails or text messages, the sharing of pictures, and the use of social websites to victimise others.

2.5. The abuse of property, or the deliberate isolation or exclusion of an individual is also bullying and therefore peer on peer abuse.

2.6. Any behaviour which is frightening and intended to cause pain, anxiety and humiliation is bullying. This includes initiation ceremonies or hazing.

2.7. Bullying may involve victimising and/or humiliating someone, which could be on account of their age, race, nationality, religion, beliefs, culture, gender, sexuality, special educational needs, disability, or because a child is adopted or is a carer. This is discrimination and bullying. It can also amount to harassment.

3. Seriousness and Impact

3.1. The School takes all forms of bullying extremely seriously. Any bullying will be dealt with in accordance with the Rewards, Behaviour and Sanctions Policy. This policy should also be read in conjunction with Haileybury's Safeguarding and Child Protection Policy, particularly the sections relating to peer on peer abuse, as well as the Schools ICT Acceptable Use Policy.

3.2. As well as the risk of physical injury, bullying may cause serious and lasting psychological damage to a victim. As well as addressing the act of bullying itself, the School is committed to supporting and caring for the victims of bullying.

4. Scope of this Policy

4.1. This policy is applicable to all current Haileybury pupils and their interactions with others in any form, e.g. direct, indirect or online, whether during term time or the holidays.

4.2. It should also be used by staff in dealing with matters of bullying by pupils (or peer on peer abuse) including those where victims of bullying outside Haileybury are brought to the attention

of the Haileybury Designated Safeguarding Lead (DSL), Proctor or Deputy Master by other schools or through other agencies.

5. Responsibilities and Roles

5.1.   All members of the school community have a responsibility to take action if they see, hear or suspect that bullying is taking place or if they become aware that any member of the school community has been involved in bullying. This responsibility applies irrespective of whether it has occurred inside or outside of school.

5.2.   The Deputy Master has responsibility for pupil pastoral care and discipline at Haileybury. The Deputy Master works closely with the DSL who deals with safeguarding matters, and the Proctor who deals with day to day disciplinary matters. Any incident where bullying is suspected (or if there is reasonable cause to suspect a pupil is suffering or likely to suffer significant harm), will be considered as a potential safeguarding concern (further details can be found in the Safeguarding and Child Protection Policy), and as such be referred to the Child Protection Team[1]. The School reserves the right to report certain incidents of bullying to Hertfordshire Safeguarding Children Board (HSCB).

5.3.   The DSL is responsible for online safety in accordance with the School's Safeguarding and Child Protection Policy. The DSL works closely with the Director of IT and the Deputy Master regarding the filtering and monitoring of inappropriate content and to identify potential safeguarding issues.

5.4.   Some bullying behaviour may amount to a legal offence. The School reserves the right to report certain incidents of bullying to the Police, or consult with the Police as appropriate.

5.5.   Parents are encouraged to work with the School in supporting their children to bring incidents or allegations of bullying to the School's attention irrespective of whether those incidents have happened within the school grounds or not. So as not to jeopardise or influence any investigations undertaken by the School, parents are asked to refrain from engaging in conversation with other pupils' parents about such matters.

5.6.   Older pupils are encouraged to be alert to any bullying amongst younger pupils, to offer support to them and inform staff of any concerns. The role of older pupils is an important element in the wellbeing of schools. Should any pupil become aware that another pupil is being bullied, that pupil must seek advice and help.

5.7.   Should a pupil be bullied, they are strongly encouraged to report this and to seek advice and help. There are various ways in which victims of bullying can seek this support. These are made known to pupils widely.

5.8.   Pupils can help to prevent cyber-bullying by keeping their log-in details and passwords confidential and regularly changing their passwords. They should also report any concerns regarding postings, about themselves or others, to their HM, tutor or a College Prefect.

6. Training and Education for Pupils, Staff and Parents

6.1.   PSHE lessons and tutorial sessions deal with the topic of bullying and its impact. Pupils are encouraged to discuss bullying and recognise its harmful effects as well as to consider

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[1]   The Child Protection Team consists of the Designated Safeguarding Lead for Child Protection (DSL); and a number of deputy DSLs. The Child Protection Team can be contacted by telephone: 07384 254 505 or by email: childprotection@haileybury.com

strategies that might be employed to help develop resilience and to cope with bullying if they experience or witness it.

6.2. PSHE lessons and tutorials are used to discuss the differences between people and develop an inclusive culture; they are also used to encourage tolerance, to understand the importance of avoiding prejudice-based language, and to explain how any bullying (including cyber-bullying) concerns can be reported.

6.3. PSHE lectures cover issues relating to mental health, bullying, particularly cyber-bullying and staying safe online. These are normally conducted by outside experts who bring an up to date perspective for staff and pupils.

6.4. Haileybury has an ongoing programme for training its staff in Mental Health First Aid and in understanding the needs of pupils with special educational needs or disabilities. Online safety training is available for teachers.

6.5. Parents are informed about matters relating to online safety through parental talks. Ways of obtaining pastoral support e.g. with bullying concerns are also explained to parents during the admissions process and regularly thereafter.

7. Procedures for Reporting Bullying

7.1. Incidents of, or concerns about bullying should be raised either with the HM of the boarding house the pupil belongs to, or with the Proctor, via CPOMS. If the pupil is at risk, the Safeguarding Team should be contacted immediately. Additionally, in accordance with the Safeguarding and Child Protection Policy, anyone can make a referral to Children's Services if they have an immediate concern about a child's safety and wellbeing.

8. Support to Victims and Perpetrators

8.1. Support, counselling and additional guidance will be offered to all parties involved. This may include parents. Those listed below are people to whom pupils and parents may turn for support and guidance on any bullying issues:

- Deputy Master, Deputy Head (Safeguarding and Wellbeing)/ DSL, Proctor and the Child Protection Team.

- HMs and the team of Tutors working within each House.

- Head of Boarding, Head of Sixth Form, Assistant Head (Heads of Year), and the Heads of Year.

- The School Chaplain, the School Counsellors or the Independent Listener.

- The Health Centre staff, including the Health Centre Manager or School Doctors.

- Master, Deputy Head (Academic), Deputy Head (Co-curricular).

- The Learning Support Department.

- Heads of Houses, Peer Supporters, College and House Prefects.

- Parents, siblings and friends.

- Childline.

8.2. The HM, tutor and, as necessary, the School Counsellor, Head of Year, DSL, Proctor, Child Protection Team, Deputy Master or Master will review the situation and check on the progress of all pupils involved. CPOMS should be updated at all stages.

9.   Responses to Bullying Incidents

9.1.   If there is a physical injury please refer the pupil immediately to the Health Centre on 01992 706288/706494 then inform the Child Protection Team on 07384 254 505.

9.2.   If the pupil is 'in need' or 'at risk' please inform the Child Protection Team immediately on 07384 254 505.

9.3.   The Proctor should be informed using CPOMS, either by the HM or the member of staff witnessing the incident. The Proctor will liaise with any individual/s who initially reported the incident.

9.4.   The Proctor will consult with the relevant HM(s) to jointly agree on a suggested course of action to establish the facts associated with the incident. The Proctor will liaise with the Child Protection Team regarding any concerns, and the Child Protection Team may choose to escalate any concerns to Child Protection status within CPOMS.

9.5.   In consultation with the Proctor, the HM will (via telephone or email communication) keep parents of those involved informed about bullying incidents.

9.6.   The Proctor and/or Child Protection Team will liaise with the Learning Support Department and ensure that where necessary any SEND issues are considered.

9.7.   The Master reserves the right to temporarily exclude a pupil (or pupils) for a period while facts are being established.

9.8.   Sanctions applied and management approaches adopted will depend on the seriousness of an incident. Haileybury has a clear policy on Rewards, Behaviour and Sanctions. Any sanctions will be decided in line with this policy.

9.9.   Given that bullying can have a serious detrimental effect on the pupil being bullied and on the community more widely, it should be recognised that a pupil may face expulsion for bullying and that this serious punishment can be applied even to a first occurrence and irrespective of the pupil's school record.

9.10.   The Proctor will consult with the Deputy Master in any case where a serious disciplinary sanction is considered appropriate. The Deputy Master will consult with the Master in any case where a temporary exclusion (a suspension) or permanent exclusion from school might be considered appropriate.

9.11.   Support, counselling and additional education will be offered to all parties involved, and, if necessary, to their parents.

9.12.   In some situations a response might include the drawing up of a pupil contract between those involved which parties must agree and adhere to, or the appointment of a staff mentor to whom a pupil can turn for additional support and guidance.

9.13.   Cyber-bullying can lead to additional sanctions involving the removal of ICT privileges and the confiscation of devices.

10.   Record Keeping and Data Protection

10.1.   Electronic records of minor bullying incidents and any disciplinary sanctions imposed are kept by the relevant HM to evaluate the effectiveness of the approach adopted, to enable the identification of any patterns in bullying activity and enable remedial actions to be taken where necessary. These records will be checked by the Head of Boarding and/or Proctor annually. Any

patterns should be flagged within CPOMS. In addition, the Proctor will monitor the proportion of sanctions issued to pupils on the SEND register and follow up accordingly with the Deputy Master, HM and Head of Learning Support if necessary.

10.2.   Electronic records of serious incidents and the disciplinary sanctions imposed are kept by the Proctor and Deputy Master to evaluate the effectiveness of the approach adopted, to enable the identification of any patterns in bullying activity and enable remedial actions to be taken where necessary. The Proctor and/or Deputy Master will report any findings to the Master who will in turn report to the Governing Council as appropriate.

10.3.   Data Protection: Bullying is a child protection issue. Information related to a child protection or safeguarding concern will be disseminated to the appropriate staff and local agencies on a 'need-to-know' basis, keeping the welfare and safety of the pupil in question at the centre of any decision made. All staff are made aware of their duty to process personal information fairly and lawfully, in line with data protection legislation, but that this must not be a barrier to sharing information where the failure to do so would result in a child being placed at risk of harm.

Version history		
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