

Anti-Bullying Policy 2012

All Kings' policies, including this Anti-Bullying Policy, will be ratified by the Board of Directors and signed by the Chairperson. Each policy will be co-signed by the principal of each school. Review dates will be similar for each school.

Date	Review Date	Coordinator	Nominated Director
28/11/11	28/11/12	WELFARE OFFICER	NIGEL PAMPLIN

A Definition of Bullying

As the basis for this Anti-Bullying Policy we refer to principles in our own Equality Policy 2012 and the Department of Education Guidelines 2011 'Preventing and Tackling Bullying: Advice for Head Teachers, Staff and Governing Bodies'. A copy of this document will be available in every school. We support the Department of Education's definition of bullying, which is quoted below:

'What is Bullying?'

Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can take many forms (for instance, cyber-bullying via text messages or the internet), and is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender, sexual orientation, or because a child is adopted or has caring responsibilities. It might be motivated by actual differences between children, or perceived differences. Stopping violence and ensuring immediate physical safety is obviously a school's first priority but emotional bullying can be more damaging than physical; teachers and schools have to make their own judgements about each specific case.

'Cyber-Bullying'

The rapid development of, and widespread access to, technology has provided a new medium for 'virtual' bullying, which can occur in or outside school. Cyber-bullying is a different form of bullying which can happen 24/7, with a potentially bigger audience, and more accessories as people forward on content at a click. For more information on how to respond to cyber-bullying and how pupils can keep themselves safe, please refer to the Childnet International and Beatbullying links under 'further resources'.¹

At Kings we acknowledge the physical, psychological and emotional damage that bullying can cause, and strive to educate our students and school staff in both recognizing and reporting all and any incidences of bullying. In addition, we strive to increase awareness of the support that now exists through outside agencies and organisations such as Beatbullying, Kidscape, Childnet, the Restorative Justice Council and the Anti-Bullying Alliance, and the advice offered by these will inform the development of our policy and practices. Kings intends to be supportive to victims, to investigate the motives for bullying and to ensure all in school know who to and how to report bullying.

At Kings we have students from compulsory school age well into adulthood, from a range of backgrounds and cultures. Our community is diverse and we are mindful of the need to ensure that the concept of bullying is understood to be unacceptable in our schools. We strive to provide a safe, secure, caring and friendly school environment for all Kings students in order to protect them from those who wish to deliberately hurt them either physically or emotionally. We will not

tolerate any form of bullying and all incidents of bullying will be dealt with promptly and effectively. Kings School will treat all types of bullying very seriously and strives to be vigilant in dealing with incidences of bullying if and when they occur.

We wish to consult our students and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.²

¹ Department of Education, (2011) *Preventing and Tackling Bullying: Advice for Head Teachers, Staff and Governing*, DfES 2011, <http://www.education.gov.uk/publications>, Ref. No. DEF-00062-2011, accessed 02.03.12

² United Nations, (1989) *Convention on the Rights of the Child –Chapter IV Human Rights*, United Nations 2012, <http://treaties.un.org>, accessed 09.02.12

Aims & Objectives

- to maintain a school environment that is both safe and secure for all students
- to have in place established systems that will deal with incidents of bullying
- to develop confident students who will notify staff of any incident of bullying
- to inform everyone connected with the school of the school's anti-bullying policy

Procedure

Role of the Board of Directors

The Board of Directors will not condone any bullying and has:

- agreed a member of staff will be responsible for promoting positive student behaviour;
- delegated to the Principal the appointment of a school Anti-Bullying Coordinator;
- delegated powers and responsibilities to the Principal to eliminate all forms of bullying and to keep records of all incidents of bullying;
- nominated the Director of Admissions to visit the school regularly, to liaise with the coordinator and to report back to the Board of Directors;
- responsibility for the effective implementation, monitoring and evaluation of this policy

Role of the Principal

The Principal will:

- implement this policy;
- appoint an Anti-Bullying Coordinator;
- ensure that all school personnel are aware of the policy;
- work to create a safe, secure, caring and friendly school environment for all the students;
- ensure that all compulsory school age students understand that bullying is wrong through PSHE;
- ensure that bullying is a topic of discussion and debate for all students;
- ensure that all parents are aware of this policy and that we do not tolerate bullying;
- respond and deal with all incidents of bullying;
- contact parents or their representatives (at the Principal's discretion) to advise them of an incident involving their child;

- provide guidance and support to general school personnel to understand the signs or behaviour of someone being bullied;
- help counsel students who have been bullied and those who use bullying behaviour;
- keep records of all incidents of bullying;
- regularly meet the school's Anti-Bullying Co-Coordinator and the Director of Admissions to ensure the policy is implemented effectively;
- monitor and evaluate this policy;
- request feedback from the students on the policy using student consultation

Role of the Director of Admissions

The Director of Admissions will:

- regularly visit the school's Anti-Bullying Co-Coordinator and Principal to ensure the policy is implemented effectively;
- report back to the Board of Directors

Role of the Coordinator

The Coordinator will:

- provide guidance and support to their teaching staff to understand the signs or behaviour of someone being bullied;
- keep up-to-date with new developments and resources;
- be aware of the work and practices of outside agencies and organisations such as Beatbullying, Kidscape, Childnet, the Restorative Justice Council and the Anti-Bullying Alliance that exist to prevent bullying and help those who have been bullied;
- receive training, as appropriate on how to prevent bullying and deal with bullies those who are bullied;
- increase awareness of these outside agencies within the school;
- that offer support to victims of bullying;
- organise courses for all school personnel;
- record and report all incidents of bullying;
- review and monitor the implementation of the policy in school;
- survey the students on their attitudes to bullying as part of student consultation;
- regularly report to the Principal and Director of Admissions on the success of this policy

Role of School Personnel

School personnel will:

- be aware of the signs of bullying in order to prevent bullying taking place;
- be aware of the outside agencies and organisations that offer support to victims of bullying;
- take all forms of bullying seriously;
- report all incidents of bullying to the appropriate member of staff;
- raise awareness of the wrongs of bullying through PSHE and other forums;
- use preventative strategies, such as 'buddy systems'

Role of Students

Students must:

- tell a member of staff if they are being bullied;
- tell a member of staff if they see someone being bullied;

- discuss ways of preventing bullying through student consultation opportunities;
- complete survey on bullying in school as part of the regular feedback system;
- be able to use the school's Suggestion Box to make suggestions on improvements

Student Consultation

Student consultation is integral to our process of regular self-evaluation and continuous improvement and will take place in a variety of ways. Students' views are sought on:

- how the school deals with bullying
- how it can be improved

The methods will include:

- A Student Forum (which will meet regularly and also be consulted by the Principal)
- An appointment system and means of contact with the Principal and key staff members
- Operating an 'open door' policy in school whenever possible
- Student Questionnaires (on a variety of matters relating to the school and/or and social issues)
- Open Class discussion (on a variety of matters relating to the school and/or and social issues)
- Suggestion Box (allowing anonymity if desired)

Every effort is made to provide a variety and range of consultation methods to all students. Every student who attends a course at Kings will be encouraged and given the opportunity to provide feedback on every aspect of school life during their stay with us.

A separate policy exists for student consultation which explains these processes in more detail.

Role of Parents (if parents are the fee payers)

Parents/Guardians/Parents representatives must:

- be aware of and support this policy;
- report to the school any concerns they have of their child being bullied;
- be assured that the school will deal with all incidents of bullying;
- be assured that they will be informed of incidents and will be involved in discussions

Training for School Personnel

School personnel will undertake training in:

- anti-bullying strategies;
- counselling the bullied and the bullies;
- working with parents/guardians;
- the outside agencies and organisations that offer support to victims of bullying

Incidents

- All reported incidents are investigated and dealt with;

- Parents will be informed of events involving their child and actions taken where the Principal deems it in the student's best interest;
- Records will be kept of all incidents and their outcomes.

Counselling

- Counselling and support mechanisms are in place to help those who have been bullied.
- All perpetrators of bullying are given time to discuss why they have bullied and why their actions were wrong

Outside Agencies and Organisations

- The students and school staff will be made aware of the advice and support agencies such as Beatbullying, Kidscape, Childnet, the Restorative Justice Council and the Anti-Bullying Alliance that exist to help those who have been bullied;
- Resources and support are available on the following websites:
 - www.beatbullying.org/
 - www.kidscpae.org.uk/
 - www.childnet-int.org/
 - www.restorativejustice.org.uk/
 - www.anti-bullyingalliance.org.uk/
- The current practices of these agencies will contribute to the development of the school's Anti-Bullying Policy.

Associated Policies and Publications

This policy has been written with reference to and in accordance with the following policies and publications:

- Kings Behavior and Discipline Policy 2012
- Kings Safeguarding Policy 2012
- Kings Equality Policy 2012
- Kings School Aims and Ethos
- Kings Strategic Objectives 2012-2015
- *Preventing and Tackling Bullying: Advice for Head Teachers, Staff and Governing Bodies* (Department of Education, 2011)

Monitoring the Effectiveness of the Policy

The effectiveness of this policy will be reviewed annually, or when the need arises, and the necessary recommendations for improvement will be made to the Board of Directors.

Principal:		Date:	
Chair of Board of Directors:		Date:	

Kings Anti-Bullying Policy 2012 Appendix A:

**Annual Review of Policy for Kings LOCATION School:
Kings Anti-Bullying Policy 2012**

Date	Review Date	Coordinator	Reviewer
28/11/11	28/11/12	WELFARE OFFICER	PRINCIPAL

This Appendix A to the Kings Anti-Bullying Policy 2012 contains information which is specific to Kings School LOCATION and will be reviewed and updated **annually** by the Principal and Coordinator.

Date of Last Review:	00/00/12
Number of incidents in the last 12 months:	0
Incidents of bullying in the last 12 months have been recorded in the Anti-Bullying Book and positively and satisfactorily dealt with.	YES/NO
All students of compulsory school age have received at least one Anti-Bullying Workshop through PSHE in the last 12 months.	YES/NO
All students of compulsory school age have received at least one Anti-Bullying Workshop through PSHE in the last 12 months.	YES/NO
The Welfare Officer has received appropriate and up-to-date training on how to prevent bullying and deal with bullies those who are bullied.	YES/NO
The Welfare Officer has conducted a full student survey on attitudes to bullying in the last 12 months, and responded to the data appropriately.	YES/NO
The Welfare Officer has regular communication with/from the agencies and outside organisations that deal with bullying.	YES/NO
Students in the school are currently made aware of the resources and support available to help those who are bullied from outside agencies through the following media and forums (please circle):	WORKSHOPS/VISITS DISPLAYS/NOTICEBOARDS BOOKS/DVDS ONLINE WORKSHOPS/APPS OTHER

<p>Staff in the school are made aware of the resources and support available from outside agencies to help those who are bullied. This is done through the following media and forums (please circle):</p>	<p>WORKSHOPS/VISITS DISPLAYS/NOTICEBOARDS BOOKS/DVDs ONLINE WORKSHOPS/APPS OTHER</p>
<p>The Policy conforms with the latest versions of any regulations and guidelines referenced in the Policy document.</p>	<p>YES/NO</p>
<p>Students, host parents, parents' representatives and parents are aware of the latest policy and current procedures through the Student Handbook, the online policies and the Parents' Handbook respectively.</p>	<p>YES/NO</p>
<p>Annual student consultation on the policy has taken place on (date).</p>	<p>00/00/12</p>
<p>Monitoring the Effectiveness of the Policy</p> <p>The information in this policy and appendix will be reviewed annually by the Principal, or when the need arises, and the necessary recommendations for improvement will be made by the Principal to the Board of Directors.</p> <p>Comments or recommendations for changes should be summarised below:</p>	
Empty space for comments	

