

## WIGMORE SCHOOL POLICY

### **2.7 Anti-Bullying**

Bullying is not a serious problem in the School but it does exist to some extent and it should not be assumed otherwise.

**Bullying may be defined as occurring when any pupil or group of pupils attempts to oppress other pupils emotionally, verbally or physically**

The School has a preventative approach to the problem, i.e. stop it before it starts. This approach is best maintained by an attitude of openness from the Headteacher, staff, pupils, parents and governors. Bullies and bullying behaviour is not acceptable in any form, or to any degree, and this message must be reinforced consistently by all involved with the School.

An illustrated School Anti-Bullying Statement is displayed around the School and is referred to frequently during both assemblies and in tutor time and lessons.

#### **1. Staff**

Watch for early signs of distress in pupils - deterioration of work, spurious illness, isolation, the desire to remain with adults, erratic attendance. Whilst this behaviour may be symptomatic of other problems, it may be an early sign of bullying.

- Date and record carefully details of all incidents.
- Offer the victim immediate support and help by putting the School's procedure into action (see below).
- Make clear to the bully and parents/guardians the unacceptable nature of the behaviour and the consequences of any repetition.
- Ensure that all colleagues are aware of the problem and that all staff keep a particularly vigilant eye on the victim.
- It may be appropriate to use other pupils as a positive resource to help oppose bullying. Discussing the problem of bullying in general with the class or tutor group and agreeing on group support for the victim may also be appropriate.

#### **2. School Procedures**

The following steps should be taken when recording incidents of bullying conveying to all concerned how seriously the School regards bullying.

- the bullied pupil should record the incident in writing.
- the bully should be made to record full details in writing.
- the member of staff should record their discussions with both parties.
- the parents of both parties should be contacted, and the reports placed in the pupils' file.
- if the bullying continues, the bully's parent/guardian should be invited into the School in order to discuss the School's Anti-bullying Policy and the way forward.
- if the bullying continues the Headteacher will prepare a report for the Governors and the bully will be interviewed by three governors. The bully may be accompanied by parent/guardian who should also receive a copy of the Headteacher's report. The Governors may reject the case, warn the pupil about future conduct, or temporarily/permanently suspend the bully from the School.

#### **3. Parent/Guardian**

Be alert to signs of distress in your son/daughter. He/she may become shy, withdrawn and lacking in confidence; there could be an unwillingness to attend school, a pattern of headaches or stomach aches, equipment that has gone missing, requests for extra pocket money, damaged clothing or bruising.

Take an active interest in your son/daughter's social life. Discuss friendships, how break-times are spent, and the journey to and from school particularly if your child travels on a school bus.

If you think bullying is occurring, inform the School immediately and ask for an interview with a senior member of staff.

Discuss the situation with your son/daughter and use the following guidelines:-

- Keep a written record if the bullying persists. It will be painful but it will provide supportive evidence regarding WHO, WHAT, WHERE and WHEN.
- With the senior member of staff, devise strategies which will help your son/daughter and provide support inside and outside the School.
- Advise your son/daughter not to try to buy off the bully with sweets or other presents, and not to give in to demands for money.
- Do not encourage your child to hit back; it will only make matters worse. Such behaviour may be contrary to your son/daughter's nature.
- Encourage them to recruit friends. A pupil who has friends is less likely to be bullied. If the situation does not appear to have improved then do not hesitate to contact the School again to find out what action is being taken.

#### **The Anti-Bullying Statement:-**

**The governors, teachers and pupils of Wigmore School will not tolerate any pupil, or any group of pupils, attempting mental, verbal or physical oppression of other pupils. It is the duty of everyone to support the victim by reporting any incident immediately.**

#### **4. The Whole School Action Plan**

The following points are an important part of the School Policy which uses all pupils and staff to help prevent bullying taking place. These points should form the basis of a class or tutor group discussion.

- When someone is being bullied or is in distress, think how you can help them. Watching and doing nothing can suggest you support the bully.
- If you see someone being bullied or know someone is being bullied and you do not wish to be involved yourself the best action you can take is to inform an adult. The bully will never be told that it was you who gave the information.
- Do not tolerate bullies in your social group.
- Only accept people who do not bully others. Bullies will soon stop if they are socially excluded by everyone.

#### **5. The Victims Action Plan**

If you are being bullied it is not because there is something wrong with you. The real problem is the bully's, who feels inadequate in some way. Bullies need help to enable them to understand that their actions are not acceptable to the vast majority of people.

- Do not be afraid to take action: bullies thrive on fear and in-action.
- Tell an adult immediately, a parent or guardian, your tutor, head of key stage or another member of staff.
- Tell your friends you are being bullied and ask for their company and support. Always stay with a group of your friends. Bullies are cowards and they do not pick on groups of people.
- Do not try to give as 'good as you get' unless you feel comfortable doing so. Never resort to physical action except in self-defence.
- Do not try to buy off the bully with sweets, money or other presents.
- Keep a note of all incidents, no matter how trivial. Record WHO, WHAT, WHERE and WHEN. This will provide evidence to use against the bully.

<b>Person Responsible</b>	Sarah Steer
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