



Policy Title	Anti-bullying Policy		
Status	Non-Statutory	Approved	Yes

Bullying occurs when a person feels threatened verbally, physically or otherwise. It includes physical, psychological or verbal intimidation causing physical harm and emotional distress.

Its main features include:

- Name calling
- Teasing and persistent teasing
- Verbal threats
- Mocking and harassment
- Persistent damage to property
- Demanding money
- Ganging up
- Persistent verbal and physical irritation
- Intimidation
- Inflicting physical harm
- Harassment via text, e-mail, telephone or through social networking sites

At Sandhurst School we aim, at all times, to discourage all forms of anti-social behaviour and to reduce its occurrence in school

To do this we need the involvement and support of all staff, parents and students.

SANCTIONS AGAINST BULLIES INCLUDE:

- Verbal reprimand and warning by any member of the school staff
- Letter home informing parents
- Removal of break-time privileges by Head of House / Tutor/ Senior Management Team
- Internal exclusion (student works in isolation, supervised by staff)
- Referral to appropriate outside agency by Head of House after consultation with parents
- Fixed term and permanent exclusion

SUPPORT FOR VICTIMS INCLUDE:

- One-to-one discussion with any member of school staff
- Counselling and/or appointment with Tutor and/or Head of House
- Referral to appropriate agency by Head of House after consultation with parents
- Communicating problem to all staff so that the situation can be monitored daily
- Encouraging supportive attitude from peers
- Meeting with Head of House and parents

- Restorative Justice meeting

SUPPORT FOR THE BULLY INCLUDES:

- One-to-one discussion with any member of school staff
- Counselling with Tutor and/or Head of House or appropriate member of staff
- Referral to appropriate agency by Head of House after consultation with parents
- Communicating problem to all staff so that the situation can be monitored daily
- Meeting with Tutor, Head of House and parents

A POSITIVE ANTI-BULLYING PROGRAMME DESIGNED TO INFORM AND TO PREVENT BULLYING WILL INCLUDE:

- Topics in the PSHCE programme
- House assemblies
- Drama role plays
- Parents' evenings and information evenings
- INSET activities for staff
- Use of publicity materials (e.g. posters, leaflets)
- Involvement of Years 12 and 13 students
- Peer Mediation Programme
- Safer Internet for Parents Inset

WHERE IT HAPPENS

Bullying can occur at anytime and anywhere. It happens in a number of contexts both in and out of school.

- During lessons – both overtly and covertly
- Between lessons – corridors, stairs etc
- On the way to and from school
- Via e-mail, text messages, telephone, and social networking sites

WHAT SHOULD YOU DO

All staff need to be prepared to offer support at any time to students who require support.

- Do not ignore bullying
- Listen carefully
- Watch for early signs of distress in students
- Identify the problem
- Establish the facts
- Offer the victim immediate support
- Make clear to the bully that his or her behaviour is unacceptable
- Be sure that you put the school's procedures into operation

ALWAYS RECORD INCIDENTS USING THE FOLLOWING STEPS:

- Bullied students should record the events in writing (this may be written for them)
- The bully should record the events in writing (this may be written for them)
- The teacher should record outcomes of his/her discussions
- Parents/guardians of the students should be informed of the incidents and of action taken
- All the above written reports should be placed in the appropriate files

IT IS ESSENTIAL THAT WE TAKE PROMPT AND APPROPRIATE ACTION OVER ALL INCIDENTS OF BULLYING

ANTI-BULLYING POLICY: GUIDELINES FOR PARENTS

HELP US SUPPORT YOUR CHILD

At Sandhurst School we believe that bullying occurs when a student feels threatened verbally, physically or otherwise. It includes physical, psychological or verbal intimidation causing physical harm and/or emotional distress.

Its main features include:

- Name calling
- Persistent teasing
- Verbal threats
- Mocking and harassment
- Persistent damage to property
- Demanding money
- Ganging up
- Persistent verbal and physical irritation
- Intimidation
- Inflicting physical harm
- Harassment via text, e-mail, telephone and through social networking sites

We aim at all times to discourage all forms of anti-social behaviour and to reduce its occurrence in school.

To do this we need the help and support of all parents/ guardians/ carers.

INFORMATION FOR PARENTS

HOW DO YOU KNOW IT'S HAPPENING?

As a parent you can help us detect potential or actual bullying by being aware of the possible signs;

- Fear of walking to and from school
- Not wanting to go to school
- A decline in attitude towards work
- Loss or damage to clothing, books, equipment
- Frequent loss of or unusual requests for money
- A change in behaviour patterns
- Obvious distress but will not talk about why

These symptoms do not necessarily mean that your child is being bullied, but do not be afraid to contact the school if you are worried.

WHAT SHOULD YOU DO?

Try not to overreact, or jump to conclusions, because your calm support is vital

- Assure your son/daughter of your support
- Believe what he/ she is saying
- Calmly and gently determine the facts as best you can

- Give him or her time to explain

HOW SHOULD YOU APPROACH THE SCHOOL?

- Ring the school on 01344 775678
- Ask to speak to your child's Tutor or Head of House, specifying the reason for your call
- Ask the Tutor or Head of House to ring back if they are unavailable and leave a number. We will endeavour to contact you within one school day
- Explain your concerns over the telephone
- Arrange an appointment to meet with the Tutor or Head of House
- Encourage your son/daughter to talk to a member of staff whom he/she trusts

School Group Responsible:	Deputy Head	Governing Committee Responsible:	Student Support
Date Approved by Committee	28-Mar-2011 30-Apr-2015 25-Apr-2019	Review Date	Every three years