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Colegio Hispano Británico

Líder mundial en enseñanzas británicas

Anti-Bullying Policy

Policy Creation and Review	
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Last Review Date	August 2023 Angela Nudds
Next Review Date	August 2024

Colegio Hispano Británico Anti-Bullying Policy

Definition of Bullying

Bullying is repeated aggression, verbal, psychological or physical conducted by an individual or a group against others. Bullying can take many forms and can occur in any setting. Bullying can include, but is not limited to, intimidation such as name calling or threatening; social alienation such as shunning or spreading rumours; or physical assaults on a student or attacks on a student's property.

Aims

Bullying can create an atmosphere of fear and unnecessary anxiety that affects the ability of a student to attend school, learn in school, walk around the school, play in recreation areas, participate in or attend special or extracurricular activities or travel to and from school.

1. To create a school ethos which encourages students to disclose and discuss incidents of bullying behaviour.
2. To raise awareness of bullying as a form of unacceptable behaviour with school management, teachers, students, parents or guardians.
3. To establish procedures for noting and reporting incidents of bullying behaviour.
4. To establish procedures for investigating and dealing with bullying behaviour.
5. To develop a programme of support for those affected by bullying behaviour and for those involved in bullying.

Implementation

1. A roster will ensure that all recreational areas are closely supervised at midmorning break and lunchtimes.
2. Students will be educated about bullying in PSHE and other subjects.
3. Students will be informed of the following procedures for reporting, investigating and dealing with incidents.

Procedures for Noting and Reporting an Incident of Bullying Behaviour

1. All reports of bullying, no matter how trivial they may seem, will be investigated and dealt with by the form teacher. In that way students will gain confidence in 'telling'. This confidence factor is of vital importance.
2. Cases of bullying behaviour will be referred to the Head of Phase.
3. Parents or guardians of victims or bullies will be informed by the Head of Phase earlier rather than later so they are given the opportunity of discussing the matter and providing their child with help or support.
4. Non teaching staff are encouraged to report any incidents of bullying behaviour witnessed by them to the teaching staff.
5. In the case of a complaint against a staff member, this should be raised immediately with a member of the senior management team.

Procedures for Investigating and Dealing with Bullying Behaviour

In the first instance, teachers must take a calm, unemotional problem-solving approach when dealing with incidents reported by students, staff or parents/guardians. The incident will then be dealt with by the Head of Phase. In an attempt to get both sides of the story, students involved will be spoken to separately. Interviews must be conducted sensitively. Students who are not directly involved may also be able to provide useful information.

1. When analysing incidents of bullying behaviour answers will be sought to questions of what, where, when, who and why, in a calm manner, setting an example in dealing effectively with the conflict in a non-aggressive manner.
2. If a group is involved, each member will be interviewed individually and then the individuals are met as a group. Each member will be asked for his/her account of events to ensure that everyone is clear about what everyone else has said. Other students may also be interviewed to get a clearer picture.
3. Isolated incidents of aggression will be dealt with according to the school discipline procedure.
4. For less serious incidents of bullying behaviour the 'No Blame' approach may be used.
 - Interview the child being bullied and the bully.
 - Interview others involved
 - Explain the problem.
 - Share responsibility.
 - Encourage students to identify solutions.
 - Meet them again.
5. Head of phases who are investigating cases of bullying behaviour will keep a written record of their discussions with those involved. It may also be appropriate or helpful to ask those involved to write down their account of the incident/s.
6. In cases where it has been determined that bullying behaviour has occurred, meet with the parents/guardians of the two parties involved as appropriate to (a) explain actions being taken and the reasons for them, referring to this policy and the school discipline procedure, (b) discuss ways in which they can reinforce or support the actions taken by the school.
7. Separate follow-up meetings, with the two parties involved may be arranged, with a view to possibly bringing them together at a later date if the victim is ready and agreeable.

Evaluation

This policy will be evaluated at least annually by the SMT.