



ANTI-BULLYING POLICY

BULLYING

1. Bullying is the wilful desire to hurt someone's feelings, threaten or frighten someone's body, steal or damage someone's property. It is your right as a member of a school community to feel safe and secure whilst in and around the school. Parents should be able to send their children to school without the worry of bullies.
2. Westminster is committed to providing an environment where students and teachers have the right to learn and teach free from harm and intimidation. Each member of the school community is valued and respected and has basic rights. Bullying is not acceptable behaviour.
3. Bullying is viewed as an act of aggression, causing pain, discomfort or embarrassment to another. It includes (but is not restricted to) name-calling, territorial ownership, physical violence, emotional hurt, put-downs, exclusion, and demands for money or possessions.
4. Bullying can be planned or unintentional, by individuals or by groups of a continual or isolated nature.
5. All staff and students have a right to co-exist in a safe and harm-free environment. This includes all types of harm; physical and psychological. Students and staff have a right to have any fears treated seriously. Acts of bullying can be greatly reduced in an educated, co-operative, fair and supportive environment.
6. To facilitate the implementation of the Anti-Bullying Policy, all school staff will actively:
 - Advise students of more appropriate behaviour - bullying will not be tolerated.
 - Report incidents on Bullying/Harassment using a (green) 'Incident/File Note' - to go to either the Principal. Where possible, provide feedback about the ongoing relationships between students.
 - The school will often use the concept of "Shared Concern" to help resolve situations, providing counselling as required.
 - Implementation of the Anti-Bullying Policy is to be carried out in a fair and consistent manner.

To further facilitate the implementation of the Anti-Bullying Policy, students can help by:

- Telling someone who can help.
- Support the bullied student.
- Taking a strong position and telling the bully their behaviour is "not on".
- Not joining in.
- Not letting the bully's threats put you off reporting any attempt to repeat bullying behaviour.

Anti-Bullying Policy - Aims

- To be aware of the quantity and particular nature of bullying that takes place in and around school.
- To be aware of areas of the school that pose a threat to pupils and to take appropriate action to reduce those threats.
- To affect all changes to the school community, which may be necessary to negate bullying.
- To create a caring community where no pupil need fear intimidation by promoting an open listening ethos and encouraging pupils to support one another by reporting all instances of bullying.
- To further the social, moral, spiritual and cultural development of the individual and the community.



ANTI-BULLYING POLICY

Courses of Action in Response to Bullying

- ✓ Anyone can and should report any bullying incident - whether a passer-by or a victim.
- ✓ Pupils will be informed that someone wishing to report an incident can approach any member of staff with whom they feel comfortable. If the matter is urgent - a pupil should approach the first adult they encounter.
- ✓ All staff will be ready and willing to deal with any incident that is brought to their attention. If appropriate, a member of staff will handle the situation individually. If circumstances dictate, Principal or Director will be consulted.
- ✓ When consulted about a bullying incident, the member of staff handling the matter will interview separately, the victim, the bully and any witnesses in order to establish an accurate account of events. Written reports by those involved may be made.
- ✓ Sanctions for bullying will be recommended by the Principal and finalised with the Director. There will be a uniform but flexible approach to the decisions. All factors will be considered, including the nature of the incident and any previous involvement in similar offensive acts. It is emphasised that whilst sanctions will be seriously imposed, at times counselling for the 'bully' may be a more appropriate response.

Guidelines for the implementation of the Anti-Bullying Policy:

- ✓ Students who are reported for a first bullying or harassment incident will be interviewed by the respective Class teacher and informed that their behaviour is not acceptable. They will also be told that any further bullying of students, who reported the incident, is equally unacceptable.
- ✓ More appropriate behaviour to be suggested. This may include an apology, a commitment not to re-offend and explanation of possible consequences if behaviour is repeated.
- ✓ An Incident/File Note to be made out and passed onto the Principal.
- ✓ Students who are reported for a second bullying or harassment incident will attend a meeting involving the Principal. At this meeting a full explanation of all incidents will be followed by a final warning that any further behaviour of this type will be followed by a meeting with parent(s)/guardian(s) and suspension or expulsion from the school.
- ✓ Students who are reported for a subsequent offence will be removed from class. A Discipline Meeting involving their parent(s)/guardian(s), Principal and/or Director. Likely outcomes may include suspension or expulsion. It is also likely that the student and parent(s)/guardian(s) will be required to sign a letter clearly stating that all such behaviour will cease instantly, or expulsion will be a possibility.