

# Anti-bullying Policy

Combatting Bullying and Negative or  
Devaluing Behaviour

Policy Date: September 2019

Review Due: September 2020

Person Responsible: Leadership Team



**BRITISH SCHOOL**  
MUSCAT

# 1 Introduction

- 1.1 **“British School Muscat will not tolerate bullying of any kind and will take action to ensure that all pupils at BSM are safe from bullying.”**
- 1.2 This policy is based on best British Practice. It has also been drawn up in consultation with staff, pupils and parents.

## 2 Aims and Objectives

- 2.1 British School Muscat's Anti-Bullying Policy outlines what we will do to prevent and tackle bullying. This policy has been drawn up following consultation with staff, parents and pupils .
- 2.2 Our anti-bullying policy aims to:
  - Promote respect and tolerance for each other;
  - Provide a secure, stimulating, positive and mutually respectful and inclusive environment for learning;
  - Clarify for pupils through PSHEE, across the curriculum and in assemblies what bullying is and that it is always unacceptable;
  - Explain to staff, pupils and the whole school community the impact of bullying on individuals and the school as a whole;
  - To have in place an anti-bullying support system that all staff and pupils understand and to apply the system consistently.
- 2.3 Our school:
  - Will be explicit about our values and expectations;
  - Will discuss, monitor and review our anti-bullying policy annually;
  - Will support staff to promote positive behaviour and identify and tackle bullying appropriately;
  - Will ensure that pupils are aware that all bullying concerns will be dealt with promptly, sensitively and effectively;
  - Will ensure that pupils feel safe to learn and that pupils abide by the anti-bullying policy;
  - Will report back to parents regarding their concerns on bullying and will deal promptly with complaints. Parents in turn will work with the school to uphold the anti-bullying policy.

## 3 Definitions

- 3.1 We aim to work towards combating any negative or devaluing behaviour towards another person which includes bullying.
- 3.2 What is bullying? “Bullying is the intentional hurting of one person by another. It is usually repetitive or persistent, although some one-off attacks can have a continuing harmful effect on the victim.”
- 3.3 The teachers, staff, governors, parents and pupils of BSM believe that negative and devaluing behaviour:

- Is hurtful, threatening, harmful and disrespectful;
- Can include behaviours which hurt, threaten or frighten another person or group of people;
- Can be unprovoked, repeated and sometimes can continue for a long period of time.
- Bullying behaviours can include physical, social and psychological aspects such as:
  - Neglecting, making someone uncomfortable;
  - name-calling, taunting, mocking, making offensive comments;
  - kicking, hitting, pushing and shoving, fighting, spitting;
  - taking or damaging belongings, stealing from pupils' school bags or lunch boxes;
  - cyber-bullying; text messaging, sending hurtful texts including texts of a sexual nature;
  - emailing, chat-room insults;
  - photographing, using or publishing photos without consent;
  - gossiping, spreading hurtful and untruthful rumours;
  - socially excluding people from groups e.g. not talking to them, excluding them from activities;
- can relate to race, religion or culture; special education needs and disabilities; appearance or health; sexual orientation; sexist or sexual bullying.

3.4 We also believe that pupils who observe negative and devaluing behaviour and take no action are colluding and are, therefore, partly responsible for the bullying.

## 4 Preventing and Responding to Bullying

4.1 At BSM, we believe that all our pupils have the right to learn and develop in a secure, caring and friendly environment. Bullying can spoil lessons and stop learning. Everyone should be able to contribute to lessons and to the life of the school without intimidation.

4.2 The school aim is to prevent bullying and create an atmosphere where all pupils and others feel safe. A school philosophy will be built through the curriculum, extra-curricular activities, assemblies, INSET and staff meetings. Negative or devaluing behaviour will not be tolerated and will be dealt with appropriately and promptly.

4.3 All incidents will be treated seriously and may ultimately lead to exclusion.

## 5 Positive Steps Towards Prevention

5.1 We will:

- Train all staff to identify bullying and follow school policy and procedures on bullying;
- Consider all opportunities for addressing bullying including through the curriculum, assemblies and through the student council;
- Involve Peer Mentors;
- Encourage positive behaviour;
- A Bully box will be available in the Nurse's room where pupils can, anonymously, post notes regarding bullying issues;
- Supervised break duties and regular patrolling by the Senior Management Team of areas where bullying can occur at specific times, i.e. playground, corridors, classrooms, toilets.

5.2 Developing a common school approach

- All staff have a responsibility to play a part in preventing and eliminating bullying within the school;

- The referral process should be through the pastoral system (i.e. behaviour policy);
- The safety of the victim is vital; they must feel safe and know that the school is a safe place. Their safety must be monitored after the incident;
- Every incident is serious to the victim and, as such, their anxiety must not be belittled;
- Before any action is taken, it will be discussed with the victim;
- The bully must be dealt with too and it should be done constructively;
- Teachers are role models and should not bully;
- Ensure everyone is aware of the consequences and that parents will be contacted.

### 5.3 Encouragement to tell

- We actively encourage anyone who is being bullied, or others who know about it, to feel that they will be listened to, and that action will be swiftly taken which is sensitive to their needs.
- Disclosure (telling an adult/peer) can be direct and open or indirect and anonymous.
- A Bully/worry box is available for indirect/anonymous disclosure in the Nurse's Room. Everyone must realise that not telling someone means that the bullying is likely to continue.

## 6 Roles

### 6.1 Staff: We expect staff to:

- Provide children with a framework of behaviour including class rules which supports positive behaviour;
- Emphasise and behave in a respectful and caring manner to pupils and colleagues, to set a good tone and help create a positive atmosphere;
- Provide pupils with a good role model;
- Raise awareness of bullying through stories, role-play, discussion, peer support, pupil council, PSE;
- Through the Principal, keep the Governing Body well informed regarding issues concerning behaviour management;
- Work with the Senior Management Team so that the anti-bullying policy can be properly enforced and monitored;
- Regularly canvas views on the extent and nature of bullying;
- Ensure pupils know how to express worries and anxieties about bullying;
- Ensure all pupils are aware of the range of sanctions which may be applied against those engaging in bullying;
- Involve pupils in anti-bullying campaigns in schools e.g. during an Anti-Bullying Week;
- Offer support to pupils who have been bullied;
- Work with pupils who have been bullying in order to address the problems they have;
- Consistently apply the anti-bullying procedures;

### 6.2 **All pupils:** Pupils must be aware that negative and devaluing behaviour will not be tolerated.

Pupils must:

- Report all incidents of bullying (whether they are bullied or they know of a bullying situation);
- Treat all people as you would like to be treated;
- Be firm – know that the school will support you;
- Put all incidents of negative and devaluing behaviour in writing – provide witnesses if possible.

If you witness a bullying situation and do not report it, you are condoning the behaviour and supporting the bully.

### 6.3 All parents

If you have worries about your son/daughter being bullied, please contact his/her Form Tutor or the Key Stage Leader.

If you know of any incident of bullying, please contact your child's Form Tutor or report it to the Key Stage Leader or the Head of the Senior School.

Any concerns that parents may have must be referred to a member of staff.

Be aware of signs that your child is being bullied:

- Has their behaviour changed recently?
- Is their relationship with brothers/sisters any different?
- Are they quieter/more boisterous than normal?
- Do they avoid going to school?
- Are they often late in the morning?

### 6.4 Communication with Governors

- Any Anti-Bullying issues which have implications for child protection will be reported to Governors in line with the procedures set out in the school's Child Protection Policy.
- Any Anti-Bullying issues which lead to fixed term or permanent exclusions will be reported to Governors in the Principal's termly report.
- Any bullying trends which are causing concern to the school will be reported to the Governors in the Principal's termly report.

## 7 Tackling Bullying

7.1 **Recording:** Incidents clearly identified as bullying must be reported to the Form Tutor or Key Stage Leader and all incidents and follow up action will be recorded and logged.

7.2 **Dealing with an incident:** Bullying incidents discovered at BSM will be taken seriously, dealt with promptly and support will be provided for the victim and bully.

7.3 BSM will support all involved by:

- Talking through the incident with the victim and bully;
- Helping the victim and bully to express their feelings;
- Discussing strategies for making amends.

7.4 Sanctions may include:

- Time away from an activity within the classroom;
- Missing break or another activity;
- Formal letter home from the Key Stage Leader, the Head of School or the Principal (depending on the seriousness of the incident);
- Meeting with staff, parent and pupil(s);
- Pastoral/Behaviour Support Plan (PSP);
- Detention;
- Internal or external exclusion;
- In some cases, this may result in a permanent exclusion.

- 7.5 Parents (of both the victim and bully) will be informed of what has happened, and the action taken.
- 7.6 A record will be made of these discussions and, if necessary, witness statements will be obtained.

## **8 Policy monitoring and review**

- 8.1 We will formerly review this policy every year.
- 8.2 Pupils from the Primary and Senior School will, annually, be invited to contribute to review the anti-bullying policy effectiveness. Parents/carers will be involved in policy review via workshops and surveys.
- 8.3 Trends and strategies will be analysed for inclusion in the Principal's Annual Report to Governing Body on Safeguarding Children and will be reported termly to Governors.