



**KINGS
COLLEGE**
GUILDFORD

Anti-Bullying Policy

2018-2021

“An uncompromising commitment to excellence”

KINGS COLLEGE ANTI-BULLYING POLICY

This policy has been written in consultation with students, parents and staff at Kings College Guildford.

Everyone has the right to be treated with respect. To make this happen, we all have the responsibility to treat others with respect. This policy recognises that bullying exists and the prevention of bullying depends on the cooperation of students, parents and staff.

- The students, parents and staff of Kings College will not tolerate bullying of any kind.
- We will not pass by if we see anyone being bullied – we will stop it, get help or tell a trusted adult.
- If we have knowledge of bullying, it is our duty to let someone know.
- We understand a variety of actions contained in this policy will be used to overcome bullying.
- The school will offer support for the victim and to help the bully change.
- The school will speak with the victim's family

WHAT IS BULLYING?

Bullying often has five common factors:

- It is deliberately hurtful behaviour.
- It is repeated, often over a period of time.
- It is difficult for those being bullied to defend themselves.
- It is difficult for those who bully to learn new social behaviours.
- The bully has, and exercises, power over the victims.

Bullying can take many forms but three main types are:

- Physical – hitting, kicking, taking belongings, etc.
- Direct – name calling, insulting, racist remarks, etc. (spoken, written or electronic).
- Indirect – spreading rumours about someone, excluding someone from a group, etc.

Reasons for challenging bullying behaviour at Kings College are:

- The safety and happiness of students
- When students are bullied, their lives are made miserable. They may suffer injury. They may be unhappy about coming to school. Over a period of time, they are likely to lose self confidence and self-esteem. Some may blame themselves for “inviting” the bullying behaviour.
- Educational achievement
- The unhappiness of bullied students is likely to affect their concentration and learning. Some children avoid being bullied by not going to school.
- If other students observe bullying behaviour going unchallenged they may learn that bullying is a quick and effective way of getting what they want. Students who are being bullied may begin to believe that bullying is acceptable because no action is being taken.

We have a reputation as an effective and caring school. We cannot claim with absolute confidence that “There is no bullying at Kings”. Every school has some degree of bullying even if it is slight or infrequent. The school, through its policy, will respond in a positive and effective way in dealing with bullying.

THE STAFF OF KINGS COLLEGE

All staff are responsible for putting these policies into practice and they will remain alert to “bullying” in and around school. Teaching staff will also pay particular attention in their lessons.

If events are witnessed that can be dealt with immediately, this should happen and the incident will be reported in writing to the Head of House. It may be part of a pattern of behaviour already being monitored.

For incidents that are regarded as more serious, the youngsters concerned will be reported immediately to the Head of House or another member of Senior Staff. It is important to detail in writing exactly what was seen in order that further investigations can be made. The emphasis on reporting the event cannot be overstated. Victims and bullies will be required to complete reports and witnesses will be sought.

In addition to the input of staff, the input of parents will be valued. In some cases, the incident may be considered so severe that the Vice Principal or Principal may be involved at the outset.

The school is aware of the fact that some incidents may occur on the way to and from school. It is part of the philosophy of Kings College that such occurrences are the concern of the school and once raised, will be dealt with appropriately.

Please see appendices for advice for the victim, the bully, the peer group and the parent.

Our Anti-bullying Policy depends for its success on the co-operation of students, parents and staff.

Appendix A

THE VICTIM

If you are being bullied:

- Be firm and clear; look them in the eye and tell them to stop.
- Get away from the situation as soon as possible.
- Tell an adult and a friend what has happened straight away.
- Avoid being alone in the place where the bully is likely to be.

After you have been bullied:

- Tell a teacher or another adult in school and your family.
- If you are scared to tell an adult on your own, ask a friend to go with you.
- Keep on speaking until someone listens.
- DO NOT blame yourself.
- Stay in a group even if they're not your friends.
- Keep a diary about what is happening.

When you are talking about the bully to an adult be clear about:

- What has happened to you and how often this occurs.
- Who was involved and who saw what was happening.
- Where it happened.
- What you have done about it already.
- If you have made a diary, produce it as evidence.

Kings College takes a staged approach to managing bullying:

- 1) **VERBAL ADVICE SLIP** – is the lowest level and is suitable for 'inappropriate' behaviour.
- 2) **VERBAL WARNING SLIP** – parents will be informed at this stage via a phone call and should also sign this slip and return it to the school to say that they have received it.
- 3) **WRITTEN WARNING SLIP** – Parents will come in for a meeting at this stage.

Being bullied could result in any of the following happening to the bully:

- An apology from the bully, either verbal or written, presented to you.
- Your parents being contacted, where the Head of House explains what has happened.
- Sanctions used against the bully, which might include community service, detentions or, in severe cases, a fixed term or permanent exclusion.
- The bully's parents will always be informed.
- The offer of counselling or other expert advice.

Another suggestion is that you and the bully are brought face to face with the Head of House for a Restorative Approach Conference. This will only happen if you agree. It is the school's policy to offer support to both the victim and the bully.

Appendix B

THE BULLY

You may bully others because:

- You are going through a difficult time and are acting out aggressive feelings.
- Your friends encourage you to bully.
- You don't know it is wrong.
- You are copying older brothers and sisters or other people in the family, school or community whom you admire.
- You haven't learnt better ways of mixing with others.

As a bully, you must realise that you are hurting other students and there are consequences to your actions.

Your bullying could result in any of the following sanctions:

- An apology, either verbally or written, presented to the victim.
- Your parents being contacted and interviewed where the Head of House explains the evidence and cause for concern.
- Kings community service deployed as a sanction, e.g. litter picking
- Lunchtime or after school detentions could be applied.
- In severe cases, a fixed term or permanent exclusion will be used.

You may require counselling or other expert advice. (This may be provided by outside agencies.) It may be possible to arrange a meeting in which the victim, bully and other invited parties who may have been involved, come together and solve the problem. It is the school's policy to offer support and counselling to both the victim and the bully.

Appendix C

THE PEER GROUP

Other students play a vital part in either discouraging the bullying or bringing it to an end. All students should realise that if they are aware of another student being bullied, they have the responsibility to let an adult know.

If you are worried about bullying incidents, there are many things you can do

- If the victim is a friend, try to get him/her to talk to an adult (with you if necessary).
- If the bully is a friend, try to reason with him/her to stop. He/she may need your support.
- Talk to a member of staff about the problem.
- Talk to your parents about the problem. They can pass on the information for you.

Never keep it to yourself

As a group, you should stand up against the bully. Once the bullying has been brought out into the open, the group will need to find ways to support both the victim and the bully. You will need to discuss how you can best support each other. This can be done through Tutor Time, assemblies or suspended timetables to focus on the issue of bullying.

Remember, a bully feeds on being admired by others.

Appendix D

THE PARENT

Parents and families have an important part to play in helping Kings College deal with bullying.

Discourage your child from using bullying behaviour at home and elsewhere. Show them how to resolve the difficult situation without using violence or aggression. Watch out for signs that your child is being bullied or is bullying others. Parents and families are often the first to detect that a problem exists. Don't dismiss it. Contact the school immediately if you are worried.

Signs to look out for:

- The child becoming withdrawn.
- A deterioration in the child's work.
- Erratic attendance or questionable illness.
- Persistently arriving late at school.
- General unhappiness or anxiety.
- The child wanting to remain with adults.

Physical symptoms could include headaches, stomach aches, fainting, fits, vomiting or hyperventilation. Victims can become depressed and this can continue into their adult lives.

If your child has been bullied:

- Calmly talk with your child about his/her experience.
- Make a note about what your child says – particularly who was said to be involved, how often the bullying occurred, where it happened and what happened.
- Reassure your child that he/she has done the right thing to tell you about bullying.
- Explain to your child that the information must be passed on so that the matter can be dealt with sensitively.
- Either phone or make an appointment to see your child's Tutor or Head of House.
- Don't keep your child at home.
- Outline the problem to the Tutor/ Head of House. Be specific. Give dates, places and names of children involved.
- Make a note of what action the school intends to take.
- Stay in touch with the school. Let us know if things improve as well as if things continue.

Remember, the school cannot deal with the problem unless they know that a problem exists.

If your child is bullying other children:

- Talk with your child. Explain what he/she is doing is unacceptable and makes others unhappy.
- Discourage other members of your family from using bullying, aggression or force to get what they want.
- Show your child how he/she can join in with other children without bullying.
- Make an appointment to see your child's Head of House and discuss how you and the school can stop him/her bullying others.
- Regularly check with your child how things are going at school.
- Give your child lots of praise and encouragement when he/she is co-operative or kind to other people.

