



## ANTI-BULLYING POLICY

### Aim

The aim of the Durham School Anti-Bullying Policy is to outline the school's position in relation to bullying and the procedures to be followed in the case of any alleged bullying.

### Objectives

1. To provide a definition of bullying.
2. To give a clear statement of Durham School's position in relation to bullying.
3. To outline the procedures to be followed in the event of an allegation of bullying.
4. To demonstrate Durham School's commitment to continuing education and training.

### Definition

Any repeated behaviour, whether physical, mental or emotional, which makes a pupil or member of staff feel humiliated, isolated, powerless or worthless is considered to be bullying and will not be tolerated. Durham School takes a strong stance against any form of words or actions based on race, colour, sex, sexual orientation, religion, culture, looks, illness, disability or via cyber means (internet, MSN, Facebook, BEBO, SMS etc). Bullying may take the form of physical threats or injury, blanking, name calling, damage to property, theft, rumour or exclusion. Such bullying is recognised as having potentially serious psychological consequences which in extreme cases could lead to self harm or thoughts of suicide.

### Durham School's Position

Durham School's position in relation to bullying is clear. It will not be tolerated and rigorous procedures are in place both to deal with allegations of bullying and to ensure continuing education and training. Anyone who suspects an incident or suspected incident of bullying should report this to a member of staff.

### Procedures to Deal with Allegations of Bullying

#### Stage 1

Ensure that a clear record is made of all statements from pupils/staff involved. Records must be made of all discussions so that there is an accurate understanding of what has taken place.

#### Stage 2

The information recorded in Stage 1 should be passed on to the appropriate Housemaster/Housemistress so that further action can be taken.

#### Stage 3

The Housemaster/Housemistress will talk to the pupils involved on the basis of information recorded in Stage 1. The Housemaster/Housemistress will make a decision as to whether the allegation is substantiated and take appropriate action. If substantiated a verbal warning may be given at this stage to any pupil found to have been the giver of any bullying actions or behaviour. This verbal warning should be recorded in the appropriate pupil file. Action will be taken to mediate between the parties involved. The Deputy Head (Pastoral) will be kept informed.

#### Stage 4

In a case where a pupil has already been subject to a verbal warning or where the bullying is of a more serious nature similar action as in Stages 1 – 3 will be carried out, but a formal written warning may be issued. This formal written warning should be recorded in the appropriate pupil file. Action will be taken to mediate between the parties involved. At this stage the Deputy Head (Pastoral) will normally be involved in the investigation and resolution.

#### Stage 5

In a case where a pupil has already been subject to a formal written warning or where the bullying is of a very serious nature similar action as in Stages 1 – 3 will be carried out, but a contract of behaviour may be drawn up between the school and the pupil. This contract of behaviour should be recorded in the appropriate pupil file. Action will be taken to mediate between the parties involved. At this stage the Deputy Head (Pastoral) will lead on the investigation and resolution, the Headmaster will be kept informed.

#### Stage 6

In a case where a pupil has been subject to a contract of behaviour and the contract has been breached or where the bullying is of an extreme nature similar action as in Stages 1 – 3 will be carried out, but the Headmaster will be involved at an early stage. The Headmaster may take the decision to exclude the pupil from school for a prescribed period of time. In the most extreme cases permanent exclusion may be considered.

#### Notes

1. At all stages parents of pupils involved must be kept informed. Records of contact with parents must be kept. In stages 4-6 it might be appropriate for parents to be invited to attend meetings where sanctions are being applied.
2. At all stages accurate written records must be kept in appropriate files.
3. At all stages the school is mindful of the need to work to rebuild relationships as well as to impose sanctions. Support is provided both for the bullies and those responsible for the bullying. The Deputy Head (Pastoral) will lead on this function, delegating responsibility where appropriate via Housemasters/Housemistresses, the Chaplain, Form Tutors, and Pupil Councils.
4. At all stages the opportunity for Peer Support is available via the Deputy Head (Pastoral).

#### Continuing Education and Training

The school has an ongoing programme of pupil education (through PSHE, tutor periods, assemblies, chapel and training sessions) and staff training in order to raise awareness of the potential seriousness of bullying, the forms which bullying can take, the processes to deal with allegations of bullying and the support mechanisms in place to mediate.

Policy Prepared by: Mrs Parker

Date: 1 October 2009

Reviewing Governor Signature:

Date:

