

# FETTES COLLEGE PREPARATORY SCHOOL

## COUNTER-BULLYING POLICY

### Rationale

The School Aims state that our students should, *“feel valued, have a sense of personal worth, be thoughtful and considerate of the needs of others”*.

The provision of a counter bullying policy alongside School discipline policies and the pastoral care network is intended to translate this aim into practice and is based on the Equality Act 2010 which enshrines that there must not be discrimination against the nine protected characteristics. This policy has also been guided by the National Approach to Anti-Bullying for Scotland’s Children and Young people (2010).

### Aims

The aims of the counter bullying policy are:

- To encourage good family values and help to create a happy, well-ordered and caring community
- To raise awareness among pupils, parents and Staff as to what constitutes bullying behaviour including cyberbullying.
- To communicate to pupils, parents and Staff why bullying is unacceptable, that it will not be tolerated and that victims will be supported
- To ensure that all pupils have knowledge of and access to a support structure within Houses, form groups and School so they can share worries and seek help
- To reduce incidents of bullying through implementation of appropriate strategies - preventative and proactive as well as reactive
- To implement strategies for treating bullies and victims which will effect appropriate behaviour changes
- To stimulate awareness and maintain the above aims through the involvement of the whole School community.

### What is Bullying?

Bullying can take many forms - physical, verbal or psychological. It may be carried out by individuals or groups and is characterised by repeated behaviour against the victim. (National Approach/RespectMe)

Bullying behaviour may include:

- name-calling, teasing, putting down or threatening;
- ignoring, leaving out or spreading rumours;

- physical assault;
- moving, stealing and damaging belongings;
- making people feel like they are being bullied or fearful of being bullied; and
- targeting someone because of who they are or are perceived to be.

It must be remembered that bullying also involves the use of mobile phones, email or social networking sites on the internet. This is termed cyber bullying and includes areas such as email & internet chat room misuse; mobile threats by text messaging and calls and the misuse of associated technology, i.e. camera and video facilities. Cyberbullying can be defined as the use of Information and Communications Technology, particularly smartphones and the Internet, deliberately to upset someone else. However, it differs in several significant ways from face to face bullying: the invasion of home and personal space; the difficulty in controlling electronically circulated messages; the size of the audience; perceived anonymity; and even the profile of the person doing the bullying and their target.

Fettes College Preparatory School will not tolerate any form of bullying which relates to groups or individuals within our community including LGBTQIA. Therefore we will not tolerate homophobic, biphobic, transphobic or gender based bullying.

### **What action to take**

The principle underlying this policy is that a pupil who is a victim of bullying or who witnesses bullying should feel free to approach any member of Staff for help. The member of Staff is expected to act in accordance with School policy. All Staff have a vital part to play in making it clear that bullying behaviour will not be tolerated, in being vigilant and proactive if they note what may be developing into a bullying relationship and in being approachable and willing to offer help and support.

### **The Victim**

Pupils who feel that they are being bullied should feel confident about reporting any incident and should have as many ways of reporting it as possible, for example:

- Telling a friend who will pass the information on to an adult
- Telling a Prefect who will pass the information on
- Telling his/her Tutor
- Telling his/her Housemaster or Housemistress
- Making an online report as indicated in the Network Policy
- Telling another member of Staff
- Telling the Medical Centre staff
- Telling the Named Person or Chaplain

### **Parents - Parents of children who may be being bullied need to know:**

- The School procedures for dealing with bullying

- The signs to look out for
- That they should contact the Tutor or Housemaster/Housemistress and know that the matter will be taken seriously and investigated

#### **Pupils - Pupils need to know:**

- The School procedures for dealing with bullying
- The signs to look out for in case one of their friends is being bullied
- That they will be taken seriously
- That any information they give will be dealt with as confidentially as possible

#### **Staff**

Members of Staff should follow School procedures when a bullying incident arises (see below).

Staff should also:

- Discuss issues of bullying if they arise in the classroom
- Note and report any significant changes in a pupil's behaviour to Tutor and/or Housemaster/Housemistress
- Watch for interaction between pupils which may indicate bullying
- Note and report to Tutor and/or Housemaster/Housemistress any pupils who are consistently left out by others
- Be vigilant in informing Tutor and/or Housemaster/Housemistress of unexplained absences from classes or activities

#### **Investigating and Managing Incidents of Bullying**

Staff to whom the incident is reported or who first discover the incident

- Make the situation safe if necessary
- Refer the incident to the Deputy Head (Andy Rathborne)
- Be prepared to give a full account of the incident to him/her. It is best to write, sign and date an account of any serious incident as soon as possible after reporting it. Give a copy to the Deputy Head and keep a copy for yourself.
- Deputy Head takes responsibility for investigating the incident
- Bully and bullied may be brought together to try to talk it through
- Clear guidelines for future behaviour are issued to both parties and a code of conduct agreed. Both pupils should know that the situation will be monitored and know of consequences for bully if bullying continues
- Parents of bully and bullied may be informed
- Named Person informed if appropriate
- Deputy Head or delegate (Tutor) monitors situation

- Referral to Headmaster if no improvement is seen. Possible suspension or expulsion in extreme cases

NB: not all incidents will require use of all these steps.

### **Prevention**

- Wherever possible, the emphasis will be on preventative measures rather than simply reacting to incidents of bullying when they occur
- All pupils will take part in PSHE sessions on bullying in the Prep School. PSHE Sessions will also occur on cyberbullying
- A member of staff is a CEOP Ambassador to help with the prevention of cyberbullying
- Housemasters, Housemistresses and Tutors will reinforce the content of PSHE sessions within Tutor periods.
- All Staff should be vigilant and willing to take appropriate action if they suspect that a pupil is being bullied

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ARR & ERD