





1. Title: Anti-Bullying Policy

2. Introduction

Bullying can be defined as behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can be direct (either physical or verbal) or indirect (e.g. being ignored or excluded from social interaction).

Our vision in Silver Crest School is to raise a generation of children that are worthy in character and learning, children who would attain their highest potential in life; we do not want to raise children who are emotionally or physically abused through bullying. By research, children who are victims of constant bullying tend to perform below expectations, not only in their academics but also in their interpersonal relationship with others.

As a school therefore, we strive to see that the love of God in the hearts of our pupils is demonstrated through mutual respect and that no pupil speaks ill of another pupil. It is for this purpose that we have designed this policy.

3. Purpose

The purpose of this policy is to ensure that pupils are able to learn in a safe, supportive and caring environment without fear of being bullied. We all share a responsibility to foster, promote and restore right relationships. We believe that bullying is unacceptable and we (pupils, staff and parents) all share in the responsibility of preventing it.

4. Aims and Objectives

- To sensitize the children and staff about the damages of bullying and encourage them to do all they can to prevent it.
- To develop a school in which bullying is properly understood and regarded as wholly unacceptable.
- To produce a safe and stimulating environment where all can learn without anxiety, and where measures are in place to reduce the likelihood of bullying.



- To produce a consistent school response to any bullying incidents that may occur.
- To make all connected with the school aware of our opposition to bullying, and make clear each person's responsibilities with regard to the eradication of bullying in our school

5. Scope

This policy applies to bullying of pupils by pupils within Silver Crest School – on the school premises or while travelling to or from the school during the school term. Bullying while the pupil is in the lawful control or charge of a member of staff of the school; or while the pupil is receiving educational provision arranged on behalf of the school and provided elsewhere. This policy also applies to the bullying of pupils by teachers, staff, and parent/carers.

6. Key Measures

Actions classified as bullying

Below are the actions classified as bullying and unacceptable in our school:

- Gossip
- Hitting or Kicking
- Pinching
- Pushing
- Damaging of property.
- Name-calling
- Insulting another
- Intimidation
- Homophobic or racist remarks
- Behavioural actions designed to harm a child's reputation or cause humiliation, like lying and spreading rumours
- Negative facial gestures
- Playing mean jokes to embarrass or humiliate a child
 - Mimicking the child in a mean way
 - Encouraging social exclusion of a child
 - Taunting or humiliation through social media sites (Facebook, Twitter, etc.) or the Internet (Cyber Bullying)
 - Humiliating others while playing online games
 - Verbal or emotional bullying through chat rooms, instant message or texting
 - Posting photos of others on rating websites, etc.



7. Roles and Responsibility

7.1 The Role of the Teacher and Support Staff

- All Silver Crest School staff members take all forms of bullying seriously, and seek to prevent it from taking place.
- Teachers keep their own records of all significant incidents that happen in their class, and that they are aware of in the school. If teachers witness an act of bullying, they will first investigate it themselves.
- Every class teacher should record all incidents of bullying that occur both in and out of class. They would also be expected to record incidents that occur near the school, or on the pupil's journey between school and home. Any adult member of staff who witnesses this act of bullying should inform the respective class teacher so as to record it in the logbook.
- When any bullying has taken place between members of a class, the teacher will deal with the issue immediately. This will involve fully investigation of the situation, and may then involve informal counselling and support for the victim, and taking direct preventive action with the perpetrator. The teacher would inform the Head of School (in serious cases), and the Head of School would inform the Guidance Counsellor.
- Teachers, support staff and the Guidance Counsellor do all they can to support the pupil who is being bullied. The Guidance Counsellor will spend time talking to the pupil who has done the bullying, explaining to him/her the consequences of such actions.
- If a pupil is repeatedly involved in bullying, the Head of School is informed.
- The pupil's parents or carers can then be invited into the school to discuss the situation. In more extreme cases, e.g. where these initial discussions have proved ineffective, the Head of School may discuss the issue during the Management meeting to get opinions on how to resolve the issue.
- All members of staff routinely attend training, which equips them to identify bullying and to follow school policy and procedures with regard to behaviour management.
- The school takes steps to make parents and carers aware of the dangers of unsupervised use of mobiles phones or the internet and to educate pupils about the proper use of modern technologies.
- Teachers use a range of methods to help prevent bullying and to establish a climate of trust and respect for all. They use drama, role-play, stories etc., within the formal curriculum, to help pupils understand and empathise with the feelings of bullied children and to practise the restraint required to avoid lapsing into bullying behaviour.



Assembly time is used to praise, reward and celebrate the success of all children and thus to help create a positive atmosphere.

7.2 The Role of the Head of School

- It is the responsibility of the Head of School to implement the school anti-bullying policies and related strategies and to ensure that all staff members (both teaching and non-teaching) are aware of the school anti-bullying policy and know how to identify and deal with incidents of bullying. The Head of School reports to the management about the effectiveness of the anti-bullying policy, on request.
- The Head of School ensures that all pupils know that bullying is wrong, and that it is an unacceptable behaviour in the school. The Head of School draws the attention of pupils to this fact at suitable moments. For example, if an incident occurs, the Head of School may decide to use an assembly as the forum in which to discuss with other children why such behaviour is wrong, and the actions which the school is taking to prevent it.
- The Head of School ensures that all staff members, receive sufficient training to be equipped to identify and deal with all incidents of bullying.
- The Head of School sets the school climate of mutual support and praise for success, thereby making bullying less likely. When pupils feel they are important and belong to a friendly and welcoming school, bullying is far less likely to be part of their behaviour.

7.3 The Role of Management

- The management supports the Head of School in all attempts to eliminate bullying from Silver Crest School. The management will not condone any bullying at all in the school and any incidents of bullying that do occur will be taken very seriously and dealt with appropriately.
- The management monitors incidents of bullying that do occur and reviews the effectiveness of this policy regularly. The management requires the Head of School to keep accurate records of all incidents of bullying and to report on request about the effectiveness of school anti-bullying strategies.
- A parent who is dissatisfied with the way the school has dealt with a bullying incident can write to the school to look into the matter. The school responds within ten days to any request from a parent to investigate incidents of bullying. In all cases, the school notifies the Head of School and asks her to conduct an investigation into the case and to report back to a representative of the management.



7.4 The Role of Parents and Carers

- Parents and carers, who are concerned that their child(ren) is/are being bullied, or who suspect that their child(ren) may be the perpetrator of bullying, should contact their child(ren)'s class teacher immediately. If they are not satisfied with the outcome of this, they should contact the Head of School. If they remain concerned that their worries have not been taken seriously or acted upon appropriately, they should follow the school's Complaints Procedure, as detailed in the school Complaint Policy.
- Parents and carers should be aware of the increasing dangers of 'cyber bullying', through the sending of text messages to mobile phones or the posting of personal information or views on social networking sites and should exercise due parental responsibility in supervising their children's use of phones and the Internet.
- Parents and carers have a responsibility to support the school's anti-bullying policy; they should actively encourage their child to be a positive member of the school.

7.5 The Role of Pupils

- Pupils are encouraged to tell their class teacher or anybody they trust if they are being bullied, and if the bullying continues, they must keep on letting people know.

8. Monitoring and Review

This policy is monitored on a day-to-day basis by the Head of School, who reports to the management on request about the effectiveness of the policy. The anti-bullying policy is the management's responsibility and they review its effectiveness as the need arises. They do this by examining the school's anti-bullying logbook, where incidents of bullying are recorded and by discussion with the Head of School.

This policy is due for review in June 2023 or sooner if necessary by the school's Management.