



Watford Grammar School for Girls

Anti-Bullying Policy

This policy adopted by Board of Governors	10th July 2017
Next review date	July 2019
Committee Responsible	Education

ANTI-BULLYING POLICY
Incorporating the procedure for dealing with racist and violent behaviour

OUTLINE OF DOCUMENT:

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- B. Definitions
- C. Students Rights
- D. School Action
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A. Overview

WGGS recognises that all students whatever their creed, ethnicity/race, sexual orientation, gender identity or academic ability have the right to feel safe and secure when they come to school. Everyone in the school community has the right to feel free from any threat of bullying or harassment. Students should also feel safe from reprisals when reporting incidents to members of staff. It is necessary that we at WGGS apply this policy fairly and consistently to all students and that all students have the right to have their concerns heard and valued and be informed as to the outcome of an investigation. Bullying can be physical and/or emotional with the intention of causing someone to feel pain, fear, misery and helplessness at school.

There are many definitions of bullying, but most people consider it to be:

- behaviour which is intended to cause distress
- behaviour which is repeated
- a situation where there is an imbalance of power between the perpetrator of bullying and the target

Bullying takes many forms, none of which is tolerated at this school. The responsibility for dealing with bullying is shared by everyone in the school community; those who do not bully need to help, encourage and support those who are.

Resolution of incidents must involve both the victim and the aggressor. Those who do bully need to understand the effect their actions have upon others and be helped to modify their behaviour accordingly.

B. Definitions of types of bullying

- Written** – cyber bullying (insults contained in online conversations, or comments posted on social media); note-passing; threatening letters; graffiti; the defacing of property belonging to another individual, or any other method designed to intimidate or hurt. The school will not become involved in cases of cyberbullying that do not occur directly on the school premises or in school time or during school related activity. In all other instances the school will act in an advisory capacity.
- Verbal** - comments made directly to the victim or to another member of the school community concerning the victim – racist, sexist, homophobic remarks; any words used in a sexual manner designed to hurt or cause offence; comments about size and appearance, including hair colour and odour; clothing; academic or other abilities; any perceived disability or weaknesses; home life; social circumstances; financial circumstances; gossip and spreading rumours or any other comments designed to be hurtful or used to intimidate.
- Intentional psychological pressure** – social exclusion; looks and glares; lying; slander; passing or starting rumours; name calling; reorganising or pressurising friendship groups or any other activity designed to intimidate or hurt an individual, including use of ICT.
- Incitement or intimidation** of others to become involved in bullying.
- Interference with another individual** – theft; extortion; vandalism; defacing or interfering with property; ruining games; blackmail or any other activity designed to intimidate or hurt, including verbal threats and interfering with possessions.
- Physical** – assault, pushing, shouldering, elbowing, tripping, slapping, kicking, hair pulling, spitting, unacceptable touching (including that of a sexual nature), throwing missiles, blocking (preventing passage or movement on the school site),

pinching, punching, stabbing, burning or other physical activity that is used in a way that hurts or makes another person feel threatened or intimidated.

- g. **Emotional** – controlling or manipulating someone.
- h. **Racist** - any incident which is perceived to be racist by the victim or any other person.

C. **Students Rights**

Students have the right to:

- Be respected by others whatever their race, colour, creed, sexual orientation or gender identity
- Feel safe and secure and protected against bullying, violence and racism
- Know that all complaints will be treated seriously and acted upon in accordance with the practices agreed on by the whole school

Students do not have the right to:

- Be a bully, or to behave in a racist or violent manner
- Support, encourage or assist anyone else to bully or to behave in a racist or violent manner
- Ignore any such behaviour, whether or not they take an active part in it: the whole school community is responsible for reporting instances or suspicions of bullying. All students at WGGGS have a responsibility not to bully and to report any bullying or suspicion of bullying to a teacher, responsible adult or another student who must alert a teacher or responsible adult.

D. **School Action:** Regardless of the nature of the incidents, reports of bullying, racist or violent behaviour are always investigated and appropriate action is taken.

1. WGGGS will act promptly whenever an incident is reported, following the school procedure.
2. The school will keep records of all incidents, including the nature and content of the bullying, identities of perpetrators and victims, notes of action and copies of letters, making use of the SIMS behaviour facility.
3. The school will report on the incidence of bullying and racism in the school to the local authority.
4. When bullying includes racism, this will be recorded separately.
 - a. All incidents of racist behaviour will be dealt with and recorded whether or not they are part of a larger pattern of bullying.
 - b. All incidents of violent or aggressive behaviour will be dealt with and recorded, whether or not they are part of a larger pattern of bullying.
5. WGGGS will develop awareness of bullying and racism as a means of prevention through:
 - staff meetings, handbook and training
 - school and year group assemblies
 - materials used in PACE
 - dissemination of the pyramid of intervention
 - the School Council
 - information to parents/carers and students
 - the school website
 - the canvassing of the views of pupils and parents concerning the issues of bullying and feeling safe in the school environment, by means of the PEF and parental questionnaire
6. Staff will ensure that they provide good role models for students in their everyday

engagement with staff and students.

7. The Heads of Year and Senior Staff will monitor and evaluate the incidence of bullying and racism through analysis of centrally kept incident reports and through periodic student and parent surveys. The school will follow DfE guidance in the recording of all incidents of bullying and racism and report it to the local authority on a termly basis
8. This policy will be reviewed and revised as necessary, taking account of government legislation, technological development, social change, the school context and the current guidance and advice. This will happen in consultation with governors, staff, students and parents.

E. Racist Incidents

WGGs promotes race equality and rejects all forms of racist behaviour. Diversity is recognised, shared and celebrated both formally and informally and pupils from different ethnic backgrounds are encouraged to mix, and get on well with each other in an environment of mutual respect. Through the curriculum, PACE, assemblies, daily relationships in and out of the classroom, and the overall ethos of the school, we aim to give all pupils a sense of belonging to a school community which considers everyone as of equal worth. Racist behaviour is dealt with promptly and effectively, involving parents when appropriate.

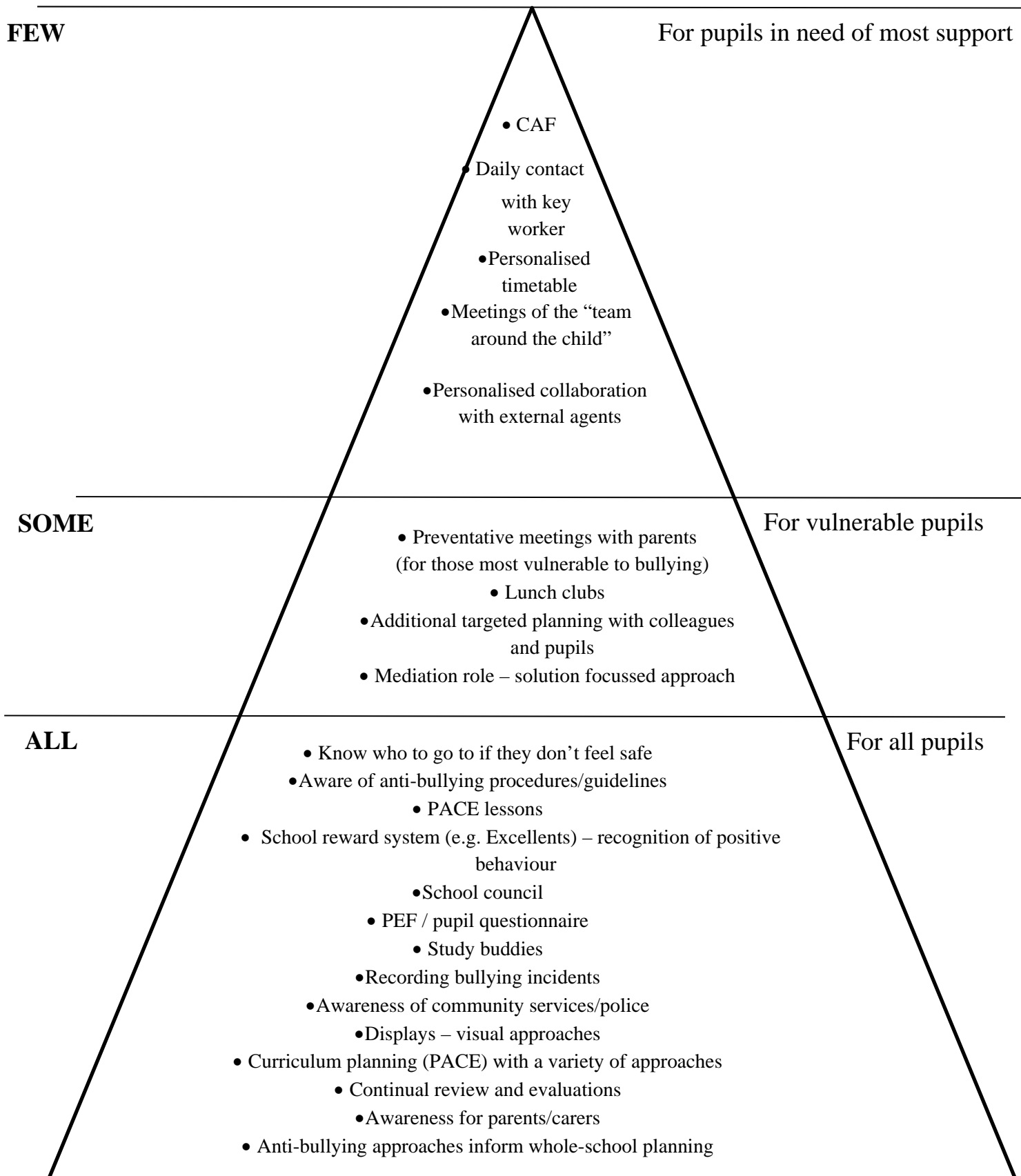
All complaints of racist bullying will be investigated and the details and outcome recorded. The same document will be used for this as for recording bullying incidents, though the distinction between the two types of behaviour will be clear.

F. Violent behaviour

Individual incidents of violent or aggressive behaviour can have a devastating impact upon students. These are taken seriously and will always be investigated. Students who act in a violent and aggressive manner will be required to understand the negative aspects of their behaviour and where it is appropriate, their parents will be informed.

THE ANTI-BULLYING PYRAMID: WGGS

(Adapted from “Preventing and responding to bullying - Policy and practice guidance for Hertfordshire schools” 2009 Hertfordshire CSF Health and Wellbeing Team, written by Mark Jennett and Veritas)



Revisions by C. Bevan; Y. Bateson; G. Ferguson, S. Tai – March 2017

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