

Aldenham School Anti-Bullying Code

At Aldenham we believe that every pupil has the right to pursue his/her educational career, free from adverse interference from others. Bullying usually prevents another individual from living at ease with other members of the school.

Bullying, physical, verbal, cyber or by exclusion is unacceptable at Aldenham and all reported incidents will be investigated thoroughly. The school has the power to investigate, and sanction appropriately, incidents of bullying involving Aldenham pupils which occur outside of the school day or off site.

The School Rules on bullying are very clear and are contained in the anti bullying policy and anti cyber bullying policy. This Code is a summary of these and the procedures which the School applies.

1. Behaviour is bullying behaviour if:

- it is repetitive, wilful or persistent;
- it is intentionally harmful, carried out by an individual or group; and,
- there is an imbalance of power leaving the person who is bullied feeling defenceless.

Bullying may take many forms which can be verbal (e.g. name-calling), indirect (e.g. exclusion) and physical (e.g. hitting) of electronic 'cyber bullying' via mobile phones or social networking sites etc.

2. Pupils who see bullying, or are the object of it, or who suspect it may be going on, must immediately inform a member of Staff or a House Prae. Concealing bullying or allowing it to continue is not acceptable.

3. In a case where bullying has occurred our action will be:

- To support the victim in any appropriate way
- To educate the bully, for the bully's own sake as well as for others
- To deter the bully. Any bullying offence will be recorded in writing centrally by the HSM and Assistant Head (Pastoral).
- To apply sanctions appropriate to the incident. These are likely to range from house detentions, to school detentions and suspension or expulsion for persistent offenders or very serious incidents of bullying

4. Pupils who criticise or mistreat the victims of bullying or those who have reported it place themselves in contravention of the School Rules on bullying.

Advice to pupils - What should you do if you feel you are being bullied?

If you are being bullied, you may feel scared, vulnerable and quite alone but you owe it to yourself to try and sort out the situation so that the bullying stops. **Remember, no-one deserves to be bullied.**

Bullying will exist as long as you remain silent. If you are being bullied, or you observe someone else being bullied, there are various things you can do:

- Talk to someone you trust and get them to help you take the right steps to stop the bullying. In the Senior School this may be your HSM, your tutor; a Prae, another adult in the community e.g. the Chaplain, the Assistant Head (Pastoral), the Counsellor, a friend, a peer mentor, your parents.
- if you are scared to tell a teacher or an adult on your own, ask a friend to go with you
- keep on speaking until someone listens and does something to stop the bullying
- don't blame yourself for what has happened
- Write down the information, put it in an envelope and post it in the anti bullying box outside the medical centre or put it under the Assistant Head (Pastoral)'s office door.
- Send an e-mail to your HSM or the Assistant Head (Pastoral) hwilson@aldenham.com. You can also forward inappropriate or unpleasant e-mails that you have received to this address.
- try to stay calm and look as confident as you can
- be firm and clear — look them in the eye and tell them to stop
- get away from the situation as quickly as possible

Remember:

- Do not be intimidated by a bully saying it will be worse for you if you report bullying.
- When someone else is being bullied or is in distress, take action. Watching and doing nothing may suggest support for the bully.
- Do not tolerate a bully in your circle of friends.
- Always treat others as you would like to be treated yourself. Remember that calling someone names or incessant teasing is in fact bullying. Do not become a bully yourself.

If you witness another pupil being bullied

- If you feel confident enough, tell pupils to stop what is going on and check the wellbeing of the victim.
- Try to remember the details of the event e.g. location, time, pupils involved, witnesses.
- Tell a teacher or your Tutor/HSM immediately. If no teacher is available, tell the Common Room Secretary or the School Secretary in the School Office. If no teachers are available in the prep, pupils should tell the secretary in the School Office.
- Write a statement of your observations while they are fresh in your mind.

When you are talking to an adult about bullying be clear about:

- what has happened to you
- how often it has happened
- who was involved
- who saw what was happening
- where it happened
- what you have done about it already.

AMW 13/01/11 To be reviewed annually.

Last Reviewed by SHW August 2017