

Anti-Bullying Policy

This policy includes definitions or and the guidelines related to procedures involved in the prevention of bullying at the school. It also outlines procedures for dealing with such cases should they occur.

Updated September 2024

References to Hartland children should be read as Pupils in the Primary phase and Students in the Secondary phase of the school and are interchangeable.

Purpose

Every child has the right to enjoy school and every adult working at the school, the right to work in a safe and secure environment also. This policy supports the schools aim in ensuring that all students and all adults are free to learn and operate in an environment that is safe, supportive and caring. It sets out the definitions of bullying and defines the procedures that staff and students should follow where incidents arise. We recognise also the impact of cyber bullying on students' well-being and academic performance, and we are dedicated to preventing and addressing such behaviour effectively.

Definition of Bullying

Bullying is a form of anti-social behaviour and is recognised as deliberate, hurtful behaviour which is repeated over a period of time and hurts, injures, threatens or frightens an individual. Such behavior includes

- Verbal bullying – e.g. name calling, insulting another person, writing making real or perceived threats
- Written bullying – e.g. all forms of verbal bullying as above when in notes, online or in any electronic format or social media platform (see appendix 1 for details of types of online and cyber offences)
- Physical bullying - e.g. hitting, stealing / concealment of property, damaging property
- Emotional bullying - e.g. can be any of the above and also may include behaviours such as spreading rumours, gesturing, deliberate comments on family, pressurized or teased by others, intimidation

Statement

Bullying is not and will not be tolerated at Hartland.

Bullying may include deliberate comments or actions pertaining to race, colour, creed, culture, gender and ethnicity. It may relate to inclusion, SEN / EAL / G&T / disabilities as well as physical appearance and inappropriate references to sex, family and home circumstances. Any reports of bullying will be taken seriously with confidentiality and sensitivity being essential in all reported cases.

We also recognise that students have access to a variety of different technologies at school and in their personal lives and the school will take appropriate action and support in line with the behaviour policy where:

- a student or staff member is the victim or alleged perpetrator of cyberbullying
- cyberbullying occurs on school premises or during the school day
- school devices, technology or network access are mis-used with intent to conduct cyberbullying
- a student or staff member is the victim of cyberbullying through an anonymous source

All staff will take every measure possible to prevent all forms of bullying. All staff will ensure that a culture and climate pervade in the school that encourages students and staff to report cases of bullying, towards them or towards others. Students will be regularly informed and reminded that as well as their Class Teachers/Form Teacher/Subject Teacher they can report bullying to:

- Parents
- Friends
- The school doctor and nurses
- The school counsellors
- Members of the reception and admin staff
- Any member of staff
- Any member of the school Leadership Team

Signs that a student is being bullied

This list is not exhaustive, but some indications might be:

- Loss of interest in school / or avoidance of school
- Unexplained and frequent illness that are minor – eg headaches, tummy ache
- Unexplained loss of personal items
- Damage to personal property / uniform / locker / books
- Loss of sleep / signs of undue stress and worry
- Mood swings and unexplained and sudden change in behaviours
- Unwillingness to communicate / self-isolation

If another student is aware that bullying is occurring or might be occurring, we should encourage or students to have the courage to report the matter. Parents may also suspect such behaviours and they should contact the school also to support school policy and procedure.

Recording Instances of Bullying

Any instances of bullying will be recorded on student files. Cases of reported bullying will be analysed termly and will inform review of policy and procedure.

Prevention of Bullying

Hartland International School will at all times strive for the prevention of bullying, rather than the reaction to it.

We aim at all times to create an atmosphere in which every student feels safe and supported. This environment is supported by staff duty rosters, canteen and playground supervision rota with continual and expected normal presence of staff in corridor areas and Strategies to achieve this include SLT and teacher supervision at lunch and break time on duty around the school. We promote a culture where bullying would be an exception rather than a norm and one where students are not afraid to report and instances.

Bullying as a topic is explicitly referenced in PSHCE lessons and tutorial times. It is also covered through

- Moral Education lessons
- Enrichment clubs
- Rights and Responsibilities enrichment
- School Council discussions
- Annual online safety lessons conducted through the Computer Science curriculum which focus on raising awareness and developing digital citizenship.
- Awareness campaigns including Safer Internet Day and National Online Safety Week.
- Regular teaching and training through tutor time activities and assemblies.

Dealing with Instances of Bullying

If bullying is suspected or behaviours indicate that mannerisms could develop into or be interpreted as bullying, the class teacher or teacher who notices the behaviour will deal with any incident immediately in situ. If the matter is reported, it will be investigated by a member of the SLT, such is the seriousness that any report of this type of behaviour is taken.

The schools Behaviour Policy should be read in conjunction with actions that the school will take in relation to instances of bullying.

The school also recognizes, that though not excusing such behaviours, bullying may be an indication that there are problems in the life of the offender or is an indication that they themselves have been or are a victim of bullying. The school counsellor is expert in supporting students and will be involved in cases as deemed fit so as to support the whole of the school community.

Students are responsible for their own conduct both in person while at school and also online. All students have a responsibility to use technology safely and receive regular education and support in being a responsible digital citizen.

Staff are responsible for the monitoring of student activity in person and online during and between lessons. In addition, staff should always be vigilant and ensure that any use of technology is supervised.

Parents and Carers

Parents and carers are responsible for monitoring and controlling their child's access to and use of technology outside of school hours. Parents and carers are encouraged to talk openly with their children about responsible and safe use of the internet and report any concerns regarding cyberbullying to the school.

Who was consulted?

In drafting this policy Hartland International School has followed best practice globally and drawn on the expertise and experience of staff and Leadership at the school. Recent policy and draft guidance from the DfE (July 2017) has also been a key influencer.

[DfE Preventing and tackling bullying advice](#)

[National College - Certificate in Preventing & Responding to Cyberbullying](#)

Review of Policy

Date for next review

September 2025

Relationship to other policies, guidelines and statements

- Behaviour Policy
- PSHE and Moral Education topics and units of work
- Anti-cyberbullying Policy

Signed.....Date.....

School Principal

Appendix 1

Definition of Cyberbullying

Cyberbullying is defined as any form of bullying that occurs through digital devices, including but not limited to:

Flaming – e.g. posting or sending negative, hurtful or vulgar messages digitally.

Harassment – e.g. repeatedly sending hurtful or unwanted messages digitally to another person.

Cyberstalking – e.g. repeatedly sending threatening or intimidating messages digitally that cause fear.

Impersonation – e.g. deliberately adopting the persona of another person through forced access to their online account or through creation of a fake account.

Degradation – e.g. deliberately sharing or posting of gossip, rumours or other information about a person with intent to cause harm to their image or reputation.

Exclusion - e.g. deliberately creating online discussion or groups digitally with the intent to exclude another.

Out-ing e.g. digitally sharing information, images or other personal information about another person without permission.