

Anti-Bullying Policy

POLICY FOR	Anti-bullying
PERSON RESPONSIBLE	Head of Pastoral/ Head of Inclusion
REVIEW DATE	May 2023
REVIEWED BY	Assistant Principals and Head of School
APPROVED DATE	5 th July, 2023
APPROVED BY	ELT
DATE OF NEXT REVIEW	June 2024
RELATED POLICIES	Rewards and Sanctions Policy, Social Media Policy, Safeguarding Policy, Online Learning Policy, E-safety Policy,

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Executive Principal / CEO

ANTI – BULLYING POLICY

Declaration of Policy:

The Westminster School (TWS), believes that every child has the right to learn in school environment, free from bullying of any kind and in which they feel cared for, safe and supported. Bullying of any kind is deemed unacceptable and will always be treated seriously and acted upon. This policy should be read in conjunction with the Behaviour Policy and Safeguarding policy.

In order to enable teaching and learning to take place, the school believes that responsible behaviour in all aspects of school life is necessary. TWS seeks to create an inclusive caring, learning environment with the effective implementation of a zero-tolerance policy for any act of bullying.

Goals:

Anti-Bullying Policy ensures that students learn in a supportive, caring and safe learning environment with zero tolerance of bullying following the specific targets:

- To create a child friendly environment where students are protected, safe and secured at all times;
- To establish a system that will deal with bullying incidents;
- To ensure that students, teachers, staff and parents understand the Anti-Bullying Policy and the protocol to be followed in case of bullying incident take place;
- To empower students to be expressive in reporting possible incidents of bullying and express their opinions without fear of ridicule;
- To safeguard the rights of every student free from biases;
- To ensure that students feel listened to and always given utmost care and support.
- To enable teaching and non-teaching staff to be vigilant and act immediately in case they've witnessed and/or are aware of possible bullying incidents; and
- To strengthen parent-home school partnerships.

Definition of Bullying:

Bullying is any persistent and uninvited behaviour which insults, hurts or intimidates someone repeatedly as a pattern of behaviour. The three main characteristic features that differentiate bullying from other forms of unfavorable behaviours and practices are intent, repetition and power. Bullying can happen either in person or online.

Types of Bullying:

- **Physical:** Pushing, kicking, hitting, pinching, hair-pulling, punching and other forms of violence or threats of violence.
- **Verbal:** Name-calling and sarcasm Insinuation: Spreading rumors, persistent teasing, mocking, putdowns, labeling and threatening.
- **Social:** Ignoring, leaving someone intentionally and excluding from the group.
- **Psychological:** Nasty look, stalking, manipulating someone to think bullying is a figment of his/her own imagination.
- **Emotional:** Excluding, ridicule, humiliation.
- **Cyber:** Posting lies or embarrassing pictures of someone on social media, impersonating someone by sending or posting messages, videos or photos, and mocking or intimidating someone through text messages, social networks or hacking one's account. Email, text messaging, use of Facebook and other social media, designed to upset or abuse, racist racial taunts, graffiti, gestures etc.
- **Sexual:** Unwanted physical contact, abusive sexual comments and harassment.

Anti-Bullying Team:

Team is convened to carry out the system and procedure effectively following the policy set forth:

- Executive Principal/CEO
- Assistant Principal –
- Head of Inclusion
- Student Counselor Head of Pastoral Primary and Secondary Boys and Girls and Sixth Form
- Head of House Primary and Secondary Boys and Girls



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Roles and Responsibilities of Anti-Bullying Team:

Effective implementation of a zero-tolerance bullying in school is a whole-school approach, a collaborative effort from all the stakeholders. Anti-Bullying Team will take the lead in initiating and carrying out this to happen by adhering to their roles and responsibilities in:

- Implementing the policy across the school;
- Ensuring that both teaching and non-teaching staff are aware of the policy;
- Working to create a safe, secured, caring and child-friendly learning environment for all the students;
- Ensuring that all pupils understand that bullying is wrong through Registration and Wellbeing Period and school assemblies;
- Ensuring that all parents are aware of this policy and the school does not tolerate bullying;
- Responding and dealing with all incidents of bullying;
- Keeping records of all incidents of bullying;
- Working closely with other government and non-government agencies if deemed necessary;
- Providing leadership and vision in respect of equality;
- Guiding, supporting and conducting capability training to all students, staff and teachers;
- Supporting students bullied and redirecting the bullies through varied platforms tailored to their needs;
- Monitoring the effectiveness of this policy; and
- Maintaining home-school partnership.

Warning Signs:

Everyone in school should be vigilant and observant with emotional state of student, as some may not be expressive and may not express their concerns verbally. Indicators to look out for students being bullied are the following:



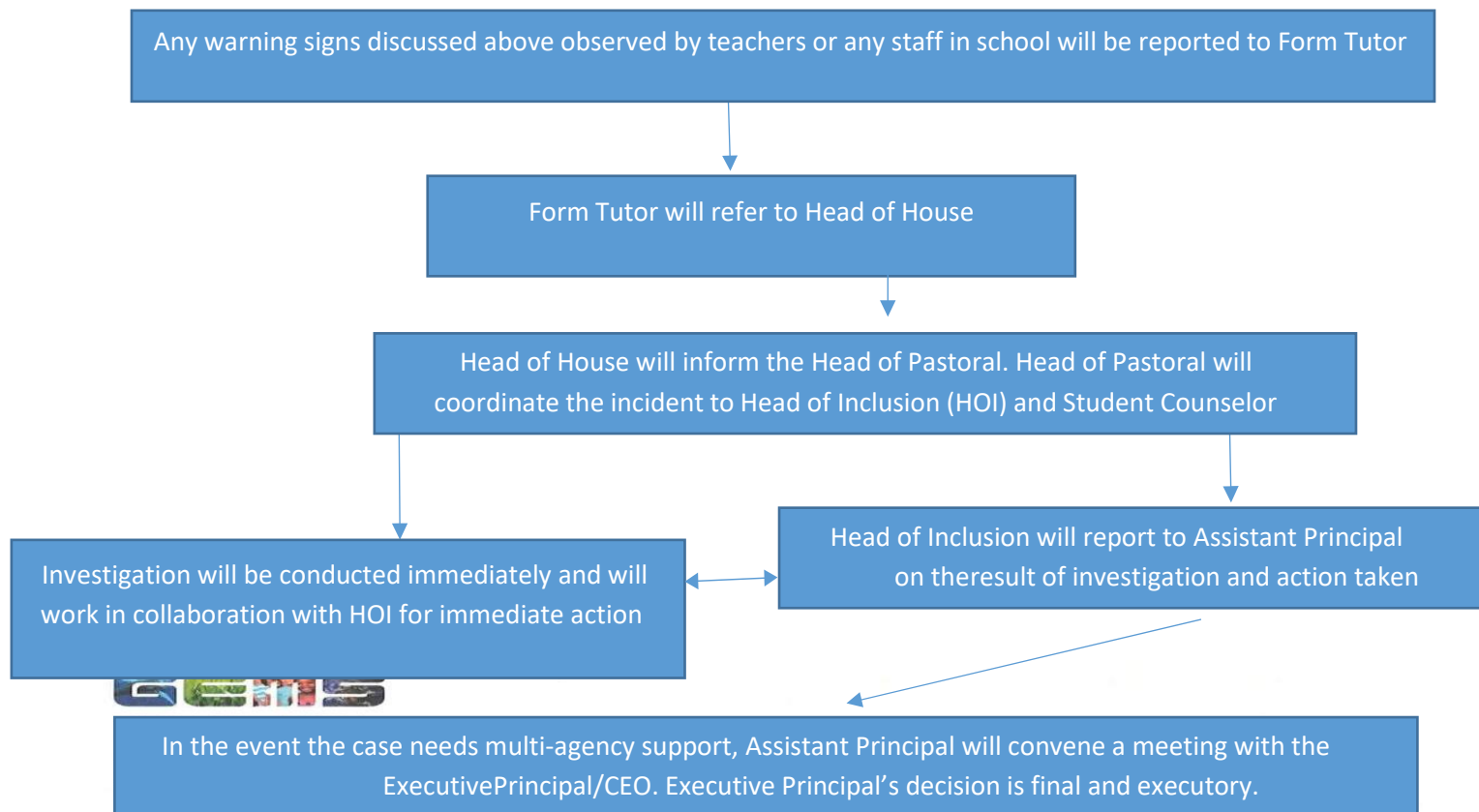
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- **Physical Signs:** unjustified bruises, scratches or cut, torn clothes or damaged belongings
- **School-related Behaviours:** lack of desire or fear of going to school, fear of riding a school bus, asked to be dropped off to school by adults, low level of scholastic performance, returning from school in extreme hunger because the food or money was taken from the bullycomplaining of losing his/her belonging, asking for an increase of money (to give it the bully)
- **Psychosomatic Symptoms:** uncertain pain, headache, abdominal pain, mouth ulcers
- **Changes in Social Behaviours:** signs of pain, unhappiness, loneliness, depression, desire to cry, stuttering, thinking of suicide
- **Disturbing Behaviours:** nervousness and bad moods, avoidance to eat, excessive eating, inability to sleep, nightmares, crying during sleep, bed wetting, unwilling to disclose about anything
- **Health Indicators:** general anxiety disorder (GAD), low performance, poor resistance to infection, recurrent diseases, threat or attempted suicide

Reporting Process:

All reported incidents will be treated properly without partiality in accordance with the guidelines. Any concerned individual of the school (students, teaching and non-teaching personnel) shall inform any member of the Anti-Bullying Team whoever is accessible during the time of the incident, **as soon as possible and within the bounds of school timing.**



Disciplinary Measures:

- Rules and procedure will be adhered based on TWS Rewards and Sanctions Policy in case the student was proven guilty of bullying.
- Sanction will be applied tantamount to the gravity of offense in reference to TWS Rewards and Sanctions Policy.
- In the event that, a school staff either teaching or non-teaching is the perpetrator, rules of law will be applied as stipulated in GEMS Staff Handbook.

Preventive Measures:

- Foster a child-friendly ethos across the school among the stakeholders.
- Establish a secure and safe environment where students can learn and develop their optimum potential, skills and knowledge.
- The school will follow strict policy in recruiting highly qualified professional school personnel.
- Conduct capacity building to school staff, teachers, parents and students.
- Initiate Inclusion Team-Students meeting regularly during Registration Period.
- Conduct individual/group counseling.
- Craft tailored plan of action for students bullied and bullies.
- Consistent implementation of policy and plan of action across the school.
- Impose discipline and rewards policy consistently.
- Provide information campaigns through newsletters/ bulletins and advisories.
- Regular engagement with parents through the coffee morning, family day, quarterly meetingetc.
- Establish linkages/networks with relevant government agencies and non-government organizations which can be allies in promoting a safe and secured learning environment.

Records Keeping:

The Form Tutor/ Head of House / Head of Pastoral will keep a written record of the incident, investigation and outcomes and attached to the student file for future reference whilst the softcopy and updated master file will be sent to the Assistant Principal for reference.



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Confidentiality:

All reported cases will be treated with utmost confidentiality at all times.

Referral:

The school may refer the student to a government or non-government agency concerned if deemed necessary.

Monitoring and Evaluation:

Pastoral and Inclusion Team will monitor and evaluate the effectiveness of the Anti-Bullying Policy alongside with Rewards and Sanctions Policy annually. In case of new legislation from UAE government and the United Nation pertaining to Bullying and or Cyber Bullying, the policy should be amended in accordance with the national and international law set forth.



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