

## Anti-Bullying Policy

POLICY FOR	Anti-bullying
PERSON RESPONSIBLE	Head of Pastoral/ Head of Inclusion
REVIEW DATE	March 2025
REVIEWED BY	Assistant Principals and Head of School/DyCEO
APPROVED DATE	April 2024 2025
APPROVED BY	ELT
DATE OF NEXT REVIEW	March 2026
RELATED POLICIES	Rewards and Sanctions Policy, Safeguarding Policy, Online Learning Policy, E-safety Policy,

*[Handwritten Signature]*



Executive Principal / CEO .....

## **ANTI – BULLYING POLICY**

### **Declaration of Policy:**

The Westminster School (TWS), believes that every child has the right to learn in a school environment, free from bullying of any kind and in which they feel cared for, safe and supported. Bullying is defined as **repeated, intentional behavior** that causes harm or distress to another individual. It involves an imbalance of power, where the perpetrator uses physical, verbal, or social actions to dominate or exclude the victim. 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 Rewards and Sanctions Policy and Safeguarding Policy.

To enable teaching and learning to take place, the school believes that responsible behavior in all aspects of school life is necessary. TWS seeks to create an inclusive, caring, learning environment with the effective implementation of zero-tolerance 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 always secure.
- To establish a system that deals 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 incidents.
- 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.
- To strengthen parent-home school partnerships.



## Definition of Bullying:

Bullying is any persistent and uninvited behavior which insults, hurts or intimidates someone repeatedly as a pattern of behaviour. The three main characteristic features that differentiate bullying from other forms of unfavourable 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, labelling 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 systems and procedures effectively following the policy set forth:

- Executive Principal/CEO
- Assistant Principals
- Deputy Head of Secondary
- Head of Inclusion
- Student Counsellor
- Head of Pastoral
- Head of House



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## **Roles and Responsibilities of Anti-Bullying Team:**

Effective implementation of zero-tolerance towards bullying in school is a whole-school approach, a collaborative effort from all the stakeholders. Anti-Bullying Team will take the lead by:

- Implementing the policy across the school.
- Ensuring that both teaching and non-teaching staff are aware of the policy.
- Working to create a safe, secure, caring and child-friendly learning environment for all the students.
- Ensuring that all students understand that bullying is a serious offence.
- 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.
- 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
- Maintaining home-school partnership.

## **Warning Signs:**

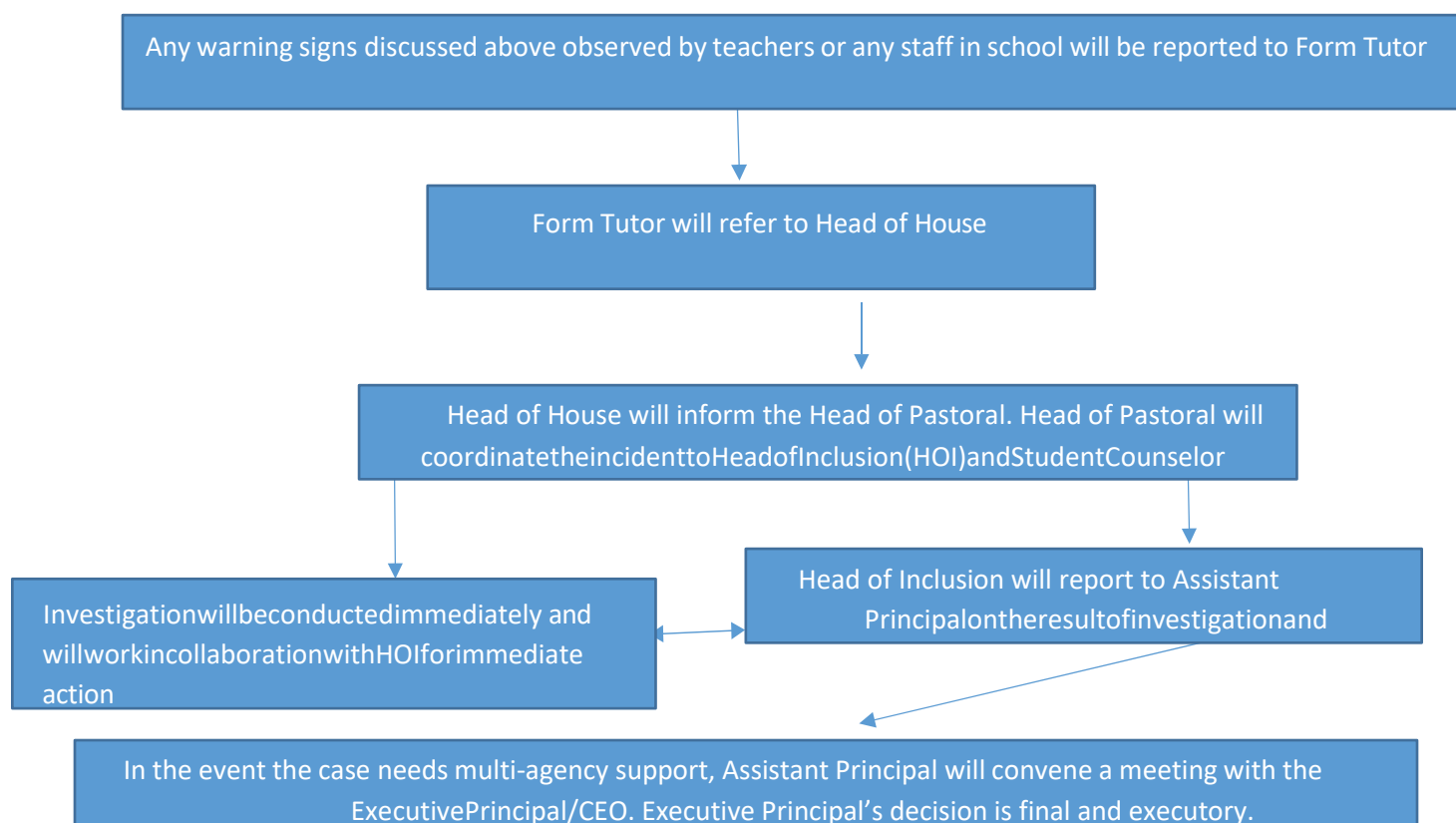
Everyone in school should be vigilant and observant towards the emotional state of students, as some may not be expressive and may not express their concerns verbally. Indicators to look out for students being bullied are the following:



- **Physical Signs:** unjustified bruises, scratches or cuts, torn clothes, or damaged belongings.
- **School-related Behaviors:** lack of desire or fear of going to school, fear of boarding a school bus, asked to be dropped off to school by adults, low level of scholastic performance, returning from school in extreme hunger, asking for increased pocket money from parents.
- **Psychosomatic Symptoms:** uncertain pain, headache, abdominal pain, mouth ulcers
- **Changes in Social Behaviors:** signs of pain, unhappiness, loneliness, depression, desire to cry, stuttering, thinking of suicide.
- **Disturbing Behaviors:** nervousness and bad moods, avoidance to eat, excessive eating, inability to sleep, nightmares, crying during sleep, bed wetting, unwilling to disclose 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 procedures 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.
- If a school staff member, 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 a strict policy in recruiting highly qualified professional school personnel.
- Conduct capacity building for 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 meeting etc.
- Establish linkages/networks with relevant government agencies and non-government organisations which can be allies in promoting a safe and secure 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 attach to the student file for future reference whilst the soft copy and updated master file will be sent to the Assistant Principal for reference.



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**Confidentiality:**

All reported cases will always be treated with utmost confidentiality.

**Referral:**

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

**Monitoring and Evaluation:**

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



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