

Anti-Bullying Policy

POLICY FOR	Anti-bullying
PERSON RESPONSIBLE	Head of Pastoral/ Head of Inclusion
REVIEW DATE	February 2026
REVIEWED BY	Assistant Principals and Head of School/Dy. CEO
APPROVED DATE	April 2026
APPROVED BY	ELT
DATE OF NEXT REVIEW	March 2027
RELATED POLICIES	Rewards and Sanctions Policy, Safeguarding Policy, Online Learning Policy, E-safety Policy, Wellbeing Policy

**Executive Principal / CEO and Brand
Ambassador for GEMS Westminster Schools**




ANTI – BULLYING POLICY

Declaration of Policy:

At **The Westminster School (TWS)**, we believe that every child has the right to learn in a safe, inclusive and supportive environment that is free from bullying of any kind. This Anti-Bullying Policy is aligned with **BE s GEM** and the **Leadership Gemstone guidelines** to ensure a consistent approach to student wellbeing, behaviour expectations, and safeguarding practices across all GEMS schools. Through this alignment, TWS reinforces a shared commitment to promoting respect, empathy and responsible behaviour within the wider community.

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 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 have witnessed and/or are aware of possible bullying incidents.
- To strengthen parent-home school partnerships.



Definition of Bullying:

AT TWS Bullying is defined as - repeated, intentional behaviour that causes harm or distress to another individual, involving an imbalance of power.

Three key characteristics of bullying are:

- **Intentional** – deliberate actions to harm
- **Repetitive** – occurs over time
- **Power imbalance** – physical, social, emotional or psychological advantage - (Bullying involves a misuse of power that makes it difficult for the targeted person to defend themselves.)

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.

Resilience and Anti-bullying

Resilience is essential in empowering students to stand strong, navigate challenges, and uplift one another. At TWS, resilience is closely connected to our *Stand Up, Speak Out* message on bullying prevention. We teach that resilience means:

- Finding the courage to speak up.
- Standing with and for others.
- Fostering a culture where bullying, exclusion, and unkindness are not accepted.

Our anti-bullying framework aligns with the Leadership Gemstones. Through monthly themes, we proactively teach students how to be upstanders—equipping them with the confidence, empathy, and practical strategies needed to support their peers and contribute to a safe, respectful school community.

Anti-Bullying Team:

Core 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

Roles and Responsibilities of Anti-Bullying Core Team:

Effective implementation of zero-tolerance towards bullying in school is a whole-school approach, a collaborative effort from all 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:

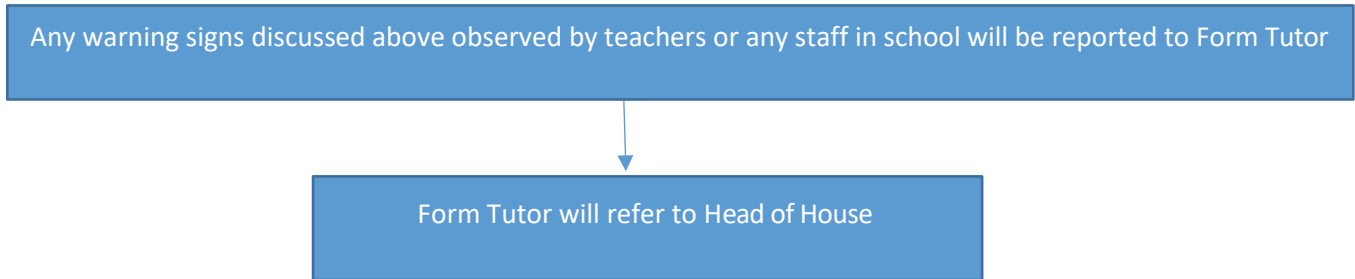
Everyone in school should be vigilant and observant towards the emotional state of students, as some may not be expressive and may not express their concerns verbally. Indicators to look out

for students being bullied are the following:

- **Physical Signs:** unjustified bruises, scratches or cuts, torn clothes, or damaged belongings.
- **School-related Behaviours:** 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 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 anything.
- **Health Indicators:** general anxiety disorder (GAD), low performance, poor resistance to infection, recurrent diseases, threat, or attempted suicide

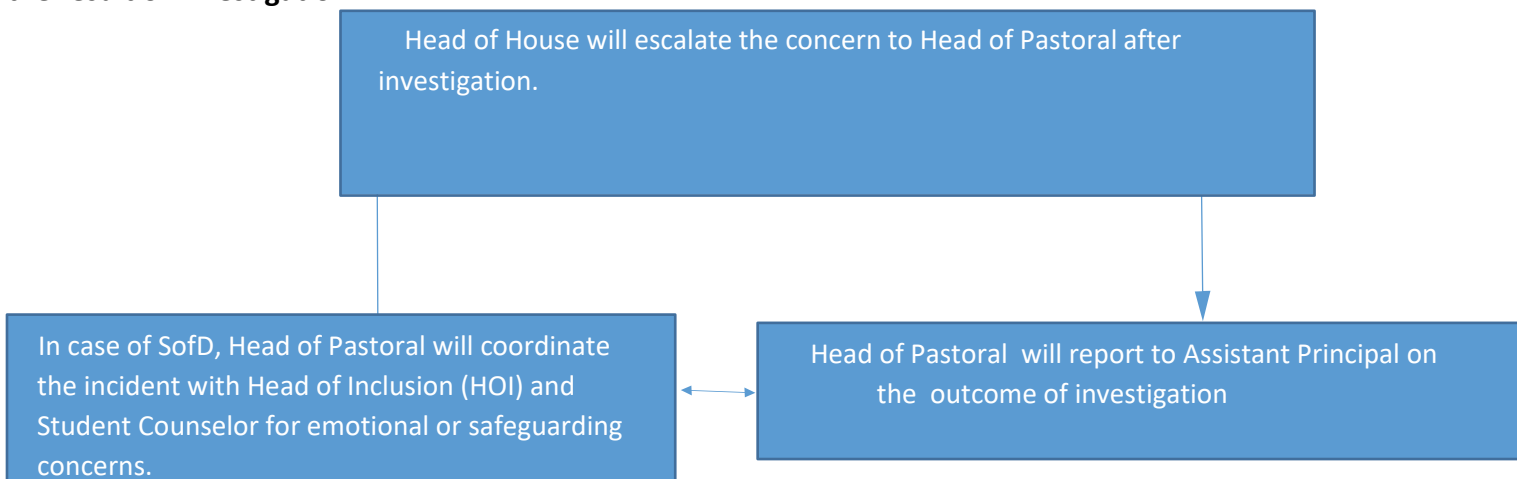
Reporting Process:

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.**



Head of House will inform the Head of Pastoral who will conduct the investigation for immediate action. - The result of investigation will be reported to AP Pastoral

If the bully or the bullied is a SOD then HOP will coordinate with HOI for investigation - HOI will report to AP on the result of investigation



In the event the case needs multi-agency support, Assistant Principal will convene a meeting with the Executive Principal/CEO. Executive Principal's decision is final and executory.

Disciplinary Measures:

- Rules and procedures will be adhered based on TWS Be a GEM guidelines and Rewards and Sanctions Policy in case the student was proven guilty of bullying.
- Sanctions will be applied tantamount to the gravity of offense in reference to TWS Rewards and Sanctions Policy and following the restorative justice, the student will follow the BAG Support plan.
- 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 when required.
- Craft tailored plan of action for students bullied and bullies.
- Consistent implementation of policy and plan of action across the school.
- Impose Rewards and Sanctions 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.



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 BAG framework/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.

