Anti-Bullying Policy
A Whole School Policy including EYFS

'We will enable each child to thrive personally, socially and academically, preparing them for the future by creating an environment that promotes wellbeing, encourages curiosity and celebrates individual success.'

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1. Aims and Objectives

At Twickenham Preparatory School ("the School"), our community is based upon respect, good manners and fair play. We are committed to providing a safe and caring environment that is free from disruption, violence and any form of harassment so that every one of our pupils can develop to their full potential. We expect our pupils to treat members of staff with courtesy and co-operation so that they can learn in a relaxed, but orderly, atmosphere. All pupils should care for and support each other, inside and outside of school.

The School prides itself on its respect and mutual tolerance. Parents/guardians have an important role in supporting the School in maintaining high standards of behaviour. It is essential that there are consistent expectations of behaviour both at school, online and at home, and that the School and parents co-operate closely together.

This policy is available to parents of pupils and prospective pupils on our website and on request from the School Office. It is also communicated to all staff and pupils. It has regard to Keeping Children Safe in Education (KCSIE) and should be read alongside the School's Safeguarding and Child Protection Policy.

Bullying, cyberbullying, harassment, victimisation and discrimination of pupils or staff will not be tolerated by the School. We treat all of our pupils and their parents fairly, and with consideration, and we expect them to respect the staff, the School and each other, in return. All forms of bullying are unacceptable at the School (including cyberbullying, prejudice-based and discriminatory bullying) and any instances of bullying will be recorded and, where appropriate, will result in disciplinary action in accordance with the School's Behaviour Management Policy.

This policy applies to all pupils in the School, including those in the Early Years Foundation Stage (EYFS) and applies to actions undertaken both inside, and outside of the School.

2. Definition of Bullying

Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.

Put another way, bullying is the intentional hurting, harming or humiliating of another person. It may take many forms, including physical (including any threat of or use of violence of any kind), sexual (including the sharing of nudes/semi-nudes), verbal (including cyberbullying via text messages, email, social media, gaming, or other instant messages and can include the use of images and video), and/or emotional (including by excluding, being sarcastic, name-calling, tormenting or spreading malicious rumours). It can involve manipulating a third party to tease or torment someone, or actions that fall short of direct participation, where someone encourages others to bully, or joins in with laughing at a victim. Bullying is often hidden and subtle. It can also be overt and intimidating, and often involves an imbalance of power between the perpetrator(s) and the victim(s) whether that be a physical, psychological (knowing what upsets someone)

or intellectual imbalance, or by the perpetrator(s) having access to the support of a group, or having the capacity to socially isolate the victim(s).

Bullying can sometimes amount to child on child abuse, which is defined as abuse by one or more pupils against another pupil. It can be standalone or as part of wider abuse and can happen both inside and outside of school, and online. Further information about child on child abuse, including the procedures to follow when an incident of child on child abuse is reported can be found in the School's Safeguarding and Child Protection Policy.

Bullying is often motivated by prejudice against particular groups, and may involve actions or comments regarding a person's race, religion, sex, gender, sexual orientation, special education needs or disabilities (SEND) or certain health conditions, or because of a child's familial circumstances, such as they are adopted, in care or that they have caring responsibilities. Bullying may be motivated by actual differences between children, or perceived differences. For example, bullying can still be homophobic if directed towards a child that is perceived to be gay, whether or not this is the case. This includes behaviour related to protected characteristics as defined in the Equality Act 2010.

Bullying can happen anywhere and at any time and can involve anyone - pupils, other young people, staff and parents.

Where an incident of bullying causes or is likely to cause significant harm to a pupil, the School will follow the procedures set out in the School's Safeguarding and Child Protection Policy.

3. The School's Response to Bullying

At the School, we always treat bullying very seriously. It conflicts sharply with the School's social and moral principles, and potentially with its policy on equal opportunities for pupils, and will not be tolerated. When incidents of bullying do occur, they are dealt with quickly and taken seriously. The School will never dismiss or downplay bullying as “banter”, “just having a laugh” or “part of growing up”. All reported incidents of bullying will be dealt with by staff in accordance with this policy. Staff will reassure any victim(s) that they are being taken seriously and that they will be supported and kept safe.

The School understands that bullying can be so serious that it may cause physical, emotional and psychological damage, such as eating disorders, self-harm and even suicide. Stopping violence and ensuring the immediate physical safety of pupils is the School's first priority, however, the School acknowledges that emotional bullying can be more damaging than physical bullying, and therefore staff will use their discretion when dealing with an incident of bullying within the parameters of this policy and the Behaviour Management Policy.

Whilst bullying itself is not a specific criminal offence, there are criminal laws which apply to harassment, sexual violence and assault, sexting, the sharing of nudes/semi-nudes (in certain circumstances) upskirting and to violent and threatening behaviour. No one deserves to be a victim of bullying: everybody has the right to be treated with respect.

The School recognises that children with SEND or certain health conditions can face additional safeguarding challenges and may be more prone to child on child group isolation or bullying (including prejudice-based bullying) than other children. The School also recognises that certain children may face additional barriers to reporting an incident because of their vulnerability, disability, sex, ethnicity and/or sexual orientation.

Pupils who are victims of bullying will always be supported and will be reassured that they will be kept safe. Pupils who have engaged in bullying behaviour will be subject to appropriate disciplinary sanction and will also, where possible, be supported in learning different ways of behaving and offered support for their own circumstances, where appropriate.

Bullying which occurs on school trips, online or outside of the school's premises will not be tolerated any more than bullying on school premises. Teachers will, where appropriate, discipline pupils for misbehaviour online, outside school premises and outside school hours.

4. Signs of Bullying

Changes in behaviour that may indicate that a pupil is being bullied include:

- Unwillingness to return to school
- Displays of excessive anxiety, becoming withdrawn or unusually quiet
- Failure to produce work, or producing unusually poor work, or work that appears to have been copied, interfered with or spoilt by others
- Books, bags, money and other belongings suddenly go "missing", or are damaged
- Change to established habits (e.g. giving up music lessons, change to accent or vocabulary)
- Diminished levels of self confidence
- Frequent visits to the school office with symptoms which may relate to stress or anxiety, such as stomach pains or headaches
- Unexplained cuts and bruises
- Frequent absence, erratic attendance or late arrival to class
- Choosing the company of adults rather than peers
- Displaying repressed body language and poor eye contact
- Difficulty in sleeping or experiencing nightmares
- Talking of suicide or running away from home or school.

Although there may be other causes of some of the above symptoms, a repetition or combination of these possible signs of bullying should be investigated by parents and teachers and reported/recorded as appropriate in accordance with this policy.

5. Bullying - Preventative Measures

The School's response to bullying does not start at the point in which a pupil has been bullied. We take the following preventative measures in order to create an environment that prevents bullying from becoming a problem at the School in the first place:

5.1 Pupils

- The School promotes an ethos of good behaviour where pupils treat each other with respect at all times, inside and outside of school
- Pupils are encouraged to treat others as they would like to be treated, to sort problems out by talking with one another and, if unable, to ask an adult for help
- Anti-bullying guidelines are reviewed annually and issued to prep pupils in their student planners
- At break times pupils are always encouraged to invite others to join in their activities, and avoid being exclusive
- Experience suggests that the role of the older pupils is an important element in the wellbeing of a community. Class partnerships take place throughout the year, so that older pupils come alongside the younger ones. Year 6 pupils are part of a buddy system, where they adopt the role of a mentor to a pupil in Year 3. They meet formally once a half-term and are encouraged to look out for their buddy on a regular basis at break times
- All new pupils and EYFS pupils are briefed thoroughly on the School's expected standards of behaviour. They are told what to do if they encounter bullying. We guarantee that those who report bullying in good faith will not be punished, will be taken seriously and will be supported and kept safe
- We use appropriate assemblies to explain the School's policy on bullying (including cyberbullying and prejudice-based and discriminatory bullying). Our PSHE programme is structured to give pupils an awareness of their social and moral responsibilities as they progress through the School. The programme is structured to enforce messages about community involvement and taking care of each other. It focuses on the importance of equality and diversity and pupils are encouraged to avoid prejudicial and exclusionary language
- Other lessons highlight the issue of bullying and reinforce this message by developing social skills and by teaching moral and spiritual values that show all bullying to be unacceptable
- Throughout the curriculum, and particularly in PSHE, Tutor Time, Assembly and Computing, pupils are encouraged to understand, appreciate and celebrate individual differences so that everyone feels valued and respected
- All of our pupils are encouraged to tell any member of staff at once if they are being bullied, or if they know or suspect that bullying is taking place. They are reassured that they will be taken seriously and will be supported and kept safe
- If possible, pupils are encouraged to tell the bully to stop. They should state clearly that his/her behaviour is not wanted and is offensive/upsetting
- The School buildings display advice on where pupils can seek help, including details of external confidential help lines and websites where they can connect with external specialists, such as ChildLine, Kidscape, Bullying UK and the Samaritans
- We provide leadership experiences for our older pupils and our buddy and class partnership systems emphasise the importance of offering support and assistance to younger and to vulnerable pupils
- At times, outside agencies are used to present the ideas of anti-bullying in lively, creative ways so the message is continually reinforced

- The School 'golden' rule "Treat everyone in the School in the same way as you would like them to treat you" is regularly emphasised to pupils throughout the School
- The School does not tolerate peer group "initiation ceremonies" or hazing type violence or rituals designed to cause pain, anxiety or humiliation to pupils, and all staff remain alert to such actions.

5.2 Staff

- The School has a strong and experienced pastoral team who are trained in handling incidents as an immediate priority, and who are alert to possible signs of bullying and will know when to apply the School's Safeguarding & Child Protection Policy to bullying incidents. The team (and their responsible area) is comprised of:
    - Mr J Edwards (Deputy Head) – Prep Boys
    - Mrs A Hepburn (Senior Teacher) – Prep Girls
    - Mrs B Barnes (Head of Pre-Prep) – Pre-Prep Pupils
    - Mr M Howorth (Pastoral Head Year 7 & Year 8)

- The Pastoral Team manage incidents escalated by class teachers/form tutors and give support and guidance to staff on handling and reporting incidents, and on the follow-up work with both victims and bullies
- Upon induction, all new members of staff are given training and guidance on the School's Anti-Bullying Policy and on how to react to, and record allegations of bullying at the School (including cyberbullying). The School will ensure that all school staff understand the principles of the School's policy, the School's legal responsibilities, actions to be taken to resolve and prevent incidents of bullying from arising or escalating and also details of sources of further support
- The School recognises that certain children may be more at risk of bullying than others, and may require additional support when dealing with an incident of bullying, for example children with SEND and/or certain health conditions, and LGBTQ+ pupils. The School will ensure that staff receive appropriate training to be able to understand the specific needs of our pupils, and to enable all staff to provide an inclusive environment for all pupils
- All reported incidents are recorded on CPOMS and investigated at once. The School always monitors reported incidents. CPOMS records are reviewed in order that patterns of behaviour can be identified and monitored
- Staff receive regular training to identify and deal with incidents of bullying
- Staff are always on duty at times when pupils are not in class and patrol the school site, particularly areas where bullying might occur. They are trained to be alert to inappropriate language or behaviour at all times
- The School has the right, and duty, to investigate incidents of bullying involving our pupils which take place outside school hours, on school visits and trips, online, or that otherwise occur outside of school. The School has the right to take disciplinary measures in respect of such incidents. Disciplinary measures will be taken in accordance with the School's Behaviour Management Policy and will be applied in a fair, consistent and reasonable manner, taking into account the needs of pupils with SEND and certain health conditions and vulnerable pupils
- Staff will always consider the motive behind bullying behaviour and whether it raises any concerns for the welfare of the perpetrator(s). If staff reasonably suspect that a

pupil may be suffering, or is likely to suffer significant harm, they should follow the procedures set out in the School's Safeguarding & Child Protection Policy and discuss their concerns with the School's Designated Safeguarding Lead (DSL), without delay

- Teachers use a wide-range of methods to help prevent bullying and to establish a climate of trust and respect for all. In Circle Time, PSHE, Tutor Time, Assembly and Drama, role-play, stories and games are used to help pupils understand the feelings of bullied pupils and to practise the restraint required to avoid lapsing into bullying behaviour. The difference between unkindness and bullying behaviour is also emphasised frequently. These times may also be used to praise, reward and celebrate the success of all pupils and thus create a positive atmosphere where each child feels valued
- Staff on duty at break times are vigilant in the playground and regularly patrol the changing rooms to monitor activity
- Pupils who appear isolated from their peer group are noted and the Class Teacher or Form Tutor made aware
- During weekly staff meetings and briefings, staff are encouraged to raise and discuss any suspected bullying as well as particular friendship patterns and incidents that could lead to bullying if not dealt with early.

5.3 Parents

- This policy is readily available on the school's website and on request from the School Office, so that parents are fully informed regarding the School's approach to bullying and what to do if their child experiences bullying
- We encourage close contact between Class Teachers/Form Tutors and parents. The School will always make contact with parents if we are worried about a pupil's well-being
- If parents know or suspect that their child, or another pupil, is being bullied, they should contact the relevant Class Teacher/Form Tutor without delay. All concerns will be taken seriously
- We welcome feedback from parents and guardians on the effectiveness of our preventative measures and all other aspects and implementation of this Anti-Bullying Policy.

6. Procedures for Dealing with Reported Bullying

The School ensures that all instances of, or concerns about bullying and cyberbullying, both on and away from school premises are easy to report and that they are recorded properly on CPOMS. Records of instances of bullying and allegations of bullying will also be kept on CPOMS where appropriate, in order to enable the School to identify patterns of behaviour and to evaluate the effectiveness of this policy.

The School recognises that pupils are likely to report bullying to someone they trust: this could be any member of staff. The School also recognises that children may not find it easy to tell staff about bullying verbally and that instead they may show signs or act in ways they hope adults will notice and react to. It is also recognised that an incident may come to a member of staff's attention through a report of a friend, or by overhearing conversations.

All staff will be trained in handling an allegation, and will be aware that they must listen to the pupil, not ask leading questions and make a written record of the allegation to the best of their ability.

The School also recognises that a first disclosure to a trusted adult may only be the first incident reported. It is not necessarily representative of a singular incident. Staff will take all reports seriously regardless of how long it has taken for the child to come forward. Staff will act immediately and will support the victim(s) when they raise a concern.

If an incident of bullying is reported, the following procedure will be adopted:

Stage 1: Form Tutor/Class Teacher

- Incidents of bullying should be reported in the first instance to the Form Tutor/Class Teacher. If the incident is reported to another member of staff, the staff member should inform the appropriate Form Tutor/Class Teacher as soon as possible
- The teacher will reassure and support the pupil(s) involved, without promising absolute confidentiality
- The teacher will inform the appropriate member of the Pastoral Team about the incident as soon as possible*
- Where an issue of pupil behaviour or bullying gives 'reasonable cause to suspect that a pupil is suffering, or is likely to suffer, significant harm', staff should follow the procedures set out in the School's Safeguarding & Child Protection Policy rather than the procedure set out below
- The Pastoral Team will provide guidance and support to the teacher as required
- The victim(s) and the alleged perpetrator/(s) will each be interviewed individually by the teacher on their own (or, if appropriate, with a suitable person present for support) and asked to write their account of events
- The parents/guardians of all parties may be invited into School to discuss the matter
- The incident will be recorded on CPOMS and updated as required
- The teacher will offer guidance and support to the pupils involved and will make expectations clear on levels of acceptable behaviour. Assistance with modifying behaviour will be provided as required
- If there is no improvement in or a repeat of unacceptable behaviour, the matter will be escalated to stage two.

***Note:** If the incident is felt to be sufficiently serious in nature or best managed by the Pastoral Team, the matter will be automatically escalated to stage two.

Stage 2: Pastoral Team

- Pupils involved in the incident will be interviewed separately by the appropriate member of the Pastoral Team
- The incident will be investigated fully and if bullying is proven the perpetrator(s) of bullying will be informed why their behaviour was inappropriate and caused distress. They will be offered guidance on modifying their behaviour. Sanctions under the Behaviour Management Policy and/or Exclusions Policy may be applied e.g. detention, withdrawal of privileges or temporary exclusion from school. The School may exclude a pupil, either temporarily or permanently, in cases of severe or

persistent bullying or in the event that the support put in place for the perpetrator of bullying does not result in the modification of behaviour to an acceptable level

- The victim(s) of bullying will be offered support to develop a strategy to help. It will be made clear to them why revenge or retaliation is inappropriate.
- The parents/guardians of all parties will be informed and may be invited into School to discuss the matter and the appropriate sanctions under the Behaviour Management Policy and/or Exclusions Policy. The parents' support will be sought in respect of preventative measures and any concerns of either party will be addressed.
- A way forward, including where appropriate disciplinary sanctions and support for the perpetrator(s), should be determined, and where possible agreed with all parties. This should recognise that suitable support may be needed by the pupils who are being bullied, and also by the pupils who bully others, as well as dealing with disciplinary measures in accordance with the School's Behaviour Management Policy and/or Exclusions Policy if appropriate
- As part of this process, a meeting involving all the parties, with close staff supervision, may be convened to help develop a strategy which enables all concerned to close the episode
- A monitoring and review strategy will be put in place and put on record
- Where the School considers that the reported bullying behaviour may be criminal, or considers that there may be a risk of harm to someone, the matter will be discussed with the Head, and will be reported to the Police without delay, if considered necessary. The School will then follow the procedures set out in the Safeguarding & Child Protection Policy as well as any guidance from the Police

7. Cyberbullying

The way in which pupils relate to one another online can have a significant impact on the culture at school. Negative interactions online can damage the school's culture and can lead to School feeling like an unsafe place. The School makes it clear to pupils that the same standards of behaviour are expected online as apply offline, and that everyone should be treated with kindness, respect and dignity.

Cyberbullying can be defined as "*the use of information and communication technologies to support deliberate, repeated, and hostile behaviour by an individual or group that is intended to harm others*". It is an aggressive, intentional act often carried out repeatedly over time, and often against a victim who cannot easily defend themself. The School acknowledges that cyberbullying often takes place outside the school day and off the school premises.

Cyberbullying could involve communications by various electronic media, including for example:

- Texts, instant messages or calls on mobile phones
- The use of mobile phone camera images to cause distress, fear, or humiliation;
- Posting threatening, abusive, sexual, discriminatory, offensive, or humiliating material or comments on websites (including blogs, personal websites, and social networking sites such as TikTok, Facebook, Snapchat, Instagram, X or YouTube)
- Using e-mail to message others in a threatening or abusive manner

- Hijacking/ cloning e-mail accounts.

The School acknowledges that cyberbullying may take many different forms including: cyberstalking, exclusion or peer rejection, impersonation, unauthorised publication of private information or images, encouraging derogative comments on online platforms, sharing nudes/semi-nudes, upskirting and sexting.

The School has a role to play in teaching pupils about the underpinning knowledge and behaviours that can help them to navigate the online world safely and confidently regardless of the device, platform or app. In taking this forward, the School has regard to the DfE's non-statutory guidance on Teaching Online Safety in School (June 2023).

7.1. Prevention of Cyberbullying

For the prevention of cyberbullying, in addition to the measures described above, the School:

- Expects all pupils to adhere to its Pupil Acceptable Use Agreement and Online Safety Policy. Certain sites and images are blocked by our filtering system and our IT Department monitors pupils' use
- May impose disciplinary sanctions for the misuse, or attempted misuse, of the internet in accordance with the Behaviour Management Policy
- Does not permit pupils to access any social media sites and personal email sites such as "Hotmail" from school computers/ tablets inside the School
- Offers guidance on the safe use of social networking sites and cyberbullying in Computing and PSHE lessons, which covers blocking, removing contacts from "friend" or similar lists and sharing their personal data
- Ensures its pupils are aware of the various forms in which cyberbullying can take place, that it can have severe and distressing consequences and that participation in cyberbullying will not be tolerated
- Offers guidance on keeping names, addresses, passwords, mobile phone numbers and other personal details private and secure
- Does not allow pupils access to their mobile phones during school hours
- Does not allow the use of personal cameras/mobile phone cameras at any time on the school premises.

7.2. Procedures for Dealing with Cyberbullying

The School will follow the procedures set out in this policy and in the Safeguarding & Child Protection Policy where relevant for incidents of cyberbullying, taking such disciplinary action that is considered reasonable in the circumstances, with a view to regulating pupil conduct and protecting the reputation of the School, and the welfare of its pupils.

Although cyberbullying is not a specific criminal offence, there are however criminal laws that may apply to communications of a harassing or threatening manner or the unauthorised publication of private images, upskirting, sharing nudes/semi-nudes and sexting. Where the School considers that a reported incident of cyberbullying may amount to a criminal offence, it will inform the Police.

If staff are notified or become aware of an incident of nudes or semi-nudes being shared by a pupil or of a pupil, they will refer the incident to the DSL as soon as possible. The DSL will follow the DDMSC/ UKIS guidance "Sharing nudes and semi-nudes: advice for education settings working with children and young people" (March 2024) when responding to a report of sharing nudes and/or semi-nudes. In some circumstances the DSL may make an immediate referral to police and/ or children's social care.

7.3. Electronic Devices

In response to an allegation of cyberbullying, certain staff are permitted to conduct a search for electronic devices, such as a pupil's mobile phone, with the authority of the Headmaster. Staff do not require the consent of the pupil, or their parents to undertake a search, provided they have reasonable grounds for suspecting that the pupil is in possession of a prohibited item, or an item that has been, or is likely to be used to commit an offence, or to cause personal injury to any person (including the pupil being searched), or cause damage to property and provided they have the Headmaster's prior consent to undertake a search.

The search will be conducted in accordance with the procedure set out in the Behaviour Management Policy.

Where a search finds an electronic device that is prohibited by the school rules, or where the member of staff undertaking the search reasonably suspects that the electronic device has been, or is likely to be, used to commit an offence or cause personal injury or damage to property, the School may examine any data or files on the device, where there is good reason to do so, for example, where there has been an allegation of cyberbullying. Parental consent to search through electronic devices is not required but they will be informed after the event unless doing so presents a further risk to any child

The School may also erase any data or files from the device if the School considers there to be good reason to do so, unless there are reasonable grounds to suspect that the device may contain evidence in relation to a criminal offence, where the files should not be deleted and the device must be given to the Police without delay.

If, following a search, the member of staff determines that the device does not contain any evidence in relation to a criminal offence, or are advised by the Police following a report to them that they will not take any further action to investigate an alleged offence, the School can decide whether it is appropriate to delete any files or data from the device, and may retain the device as evidence of a breach of this policy, the Behaviour Management Policy and the School's Rules & Guidelines. The School may then take steps to discipline the pupil in accordance with the Behaviour Management Policy, where appropriate. In the event that the search highlights a safeguarding concern in respect of any pupil, the School will follow the procedures set out in the School's Safeguarding & Child Protection Policy.

School staff can confiscate, retain or dispose of a pupil's property as a disciplinary penalty. The law protects staff from liability in any proceedings brought against them for any loss or damage to items they have confiscated, provided they acted lawfully. Staff will always consider whether confiscation is proportionate and consider any relevant special circumstances.

The School will keep a record of all searches carried out, including the results of any search, and the actions taken following that search.

8. Early Years Foundation Stage (EYFS) Pupils

All of the School's pupils including the very youngest are encouraged to behave towards each other with kindness and consideration. They are encouraged to learn to look after their own possessions and to respect others' possessions. We expect them to be honest, helpful and polite, and to work hard and to listen to others. They should respect everyone and learn to value differences and diversity. Mrs Barnes, the Head of Pre-Prep, is in charge of the management of behaviour in the EYFS setting.

We explain to our EYFS pupils why some forms of behaviour are unacceptable and hurtful to others. We rarely need to impose sanctions in the EYFS setting; but sometimes we may remove a privilege for hurtful behaviour. Occasionally, a child may be sent to see Mrs Barnes, the Head of Pre-Prep, who will explain the inappropriateness of a particular action and introduce a more appropriate action; but such instances are rare. Parents are always informed when any sanction or reproof is needed towards their child, and in cases of repeated instances of hurtful or inappropriate behaviour, parents will be invited into the School to discuss the situation with the child's teacher and the Head of Pre-Prep, to agree a joint way of handling the difficulty.

Copies of the school's Behaviour Management Policy that includes EYFS can be found on the school's website, My School Portal (MSP) or on request from the School Office.

9. Complaints Procedure

If parents feel that their concerns about bullying (or anything else) are not being addressed properly, they may use the Parental Complaints Procedure (which is published on the school's website, MSP and available upon request from the school office). Parents of EYFS pupils should be aware that they have the right to refer a complaint directly to Ofsted, if they are unhappy with the way in which their complaint has been handled (The Parental Complaints Procedure explains how to complain to Ofsted).

10. Monitoring and Review

The School will record all incidents of reported bullying in accordance with this policy.

The Headmaster or a designated member of the Senior Leadership Team will review all incidents of reported bullying to help identify patterns of behaviour, so that the School can take appropriate steps to address bullying behaviours within the School.

Records of bullying incidents will also be used to evaluate the effectiveness of the School's anti-bullying procedures, and to highlight any necessary amendments.