EAGLE HOUSE SCHOOL

Academic Year 2023 - 2024

Document Control

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ANTI-BULLYING POLICY

At Eagle House our community is based upon the school values of kindness, courage and respect. 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 his/ her 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.

Eagle House School prides itself on its respect and mutual tolerance. Parents 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 and at home, and that the school and parents co-operate closely together.

This policy is available to parents of pupils on the Parent Portal. It is available on request to prospective parents. It is also communicated to all staff and pupils.

Bullying, cyberbullying, harassment, victimisation, and discrimination of pupils or staff will not be tolerated by Eagle House 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 (including cyberbullying, prejudice-based bullying, and discriminatory bullying) are unacceptable at Eagle House and any instances of bullying will be recorded and, where appropriate, will result in disciplinary action in accordance with the Behaviour Management Policy.

This policy should be read in in conjunction with the College's other disciplinary and safeguarding policies, copies of which can be found on Sharepoint and the Parent Portal.

In the absence of a designated member of staff, any references in this policy shall be to the member of staff to whom they have delegated their authority during their absence.

Eagle House School may amend this policy from time to time and without notice. Sharepoint and the Parent Portal should be checked on a regular basis for updates.

WHEN DOES THIS POLICY APPLY?

This policy applies to all pupils at Eagle House School whether day or boarding.

The policy applies whilst pupils are:

(a) on the school site;
(b) off the school site but under the lawful control or charge of a member of staff (for example, whilst on a school trip);
(c) off the school site or otherwise not under the lawful control or charge of a member of staff but are wearing Eagle House school uniform or are in some other way identifiable in connection with the school or which relate to that pupil's membership of the Eagle House School community; and
(d) in any circumstances where a pupil is acting in a manner which could adversely affect the reputation of the school, the orderly running of the school or which poses a threat to another pupil or member of the public.

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 SEND and vulnerable pupils and those with certain health conditions.

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 College's Safeguarding Policy. If, following an incident, there is any doubt as to which policy is most applicable, the Senior Deputy Head and the Deputy Head (Safeguarding) will consider which policy is more appropriate and the matter will be dealt with accordingly. Such a determination is not final and may be reviewed during the course of any investigation and subsequent processes.

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 cyber-bullying via text messages, email, social media, gaming, and SMS or other instant messages), and 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 and the victim whether that be a physical, psychological (knowing what upsets someone) or intellectual imbalance, or by the perpetrator having the capacity to socially isolate the victim.

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.

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

EAGLE HOUSE SCHOOL'S RESPONSE TO BULLYING

At Eagle House 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, 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 or horseplay, and 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.

Eagle House 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, up skirting and to

violent and threatening behaviour. No one deserves to be a victim of bullying: everybody has the right to be treated with respect. Pupils who are victims of bullying will be supported. 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.

Eagle House School recognises that pupils 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 sanctions and will also, where possible, be supported in learning different ways of behaving and offered support for their own circumstances, where appropriate.

SIGNS OF BULLYING

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

- Unwillingness to return to the 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 Matron 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; or
- 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.

BULLYING – PREVENTATIVE MEASURES

Eagle House 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:

Pupils

- Eagle House School promotes an ethos of good behaviour where pupils treat each other

with respect at all times, inside and outside of school;

- All new pupils (including boarders) are briefed thoroughly on the school Values and 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;
- We use year group and school assemblies to explain the school's policy on bullying (including cyber bullying and prejudice and discriminatory bullying). Our LFL, pastoral and safeguarding programmes are structured to give pupils an awareness of their social and moral responsibilities as they progress through the school. Collectively, they focus on the importance of equality and diversity and pupils are encouraged to avoid prejudicial and exclusionary language;
- Other lessons as well as assemblies and Chapel services highlight the issue of bullying and reinforce this message by developing social skills and by teaching moral and spiritual values that show bullying to be unacceptable;
- 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;
- All boarders know how to report anxieties to the Head of Boarding or to another member of the boarding and pastoral team;
- All pupils have access to an independent person, enabling them to contact someone for support in private. The independent person is Judy Waugh who can be contacted on 07778 751686;
- The school buildings and the boarding house display advice on where pupils can seek help, including details of confidential help lines and websites where they can connect with external specialists, such as ChildLine, Kidscape, Bullying UK, and the Samaritans;
- We provide leadership training to Year 8 students and Peer Listening training to a number of students in Year 7 before they move into Year 8. This training specifically covers the importance of offering support and assistance to younger and to vulnerable pupils.

Staff

- 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 Eagle House (including cyber bullying and prejudice and discriminatory bullying). The school will ensure that all school staff understand the principles of Eagle House 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;
- Eagle House 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 and investigated at once. We always monitor reported incidents. Records of any incidents are on MyConcern and those resulting in the imposition of a Major Sanction recorded separately by the Senior Deputy Head in order that patterns of behaviour can be identified and monitored;
- We have a strong and experienced pastoral team of Tutors, Pastoral Care Group team including Pastoral Year Group Leads, Matron, Well-being hub staff and Safeguarding team who support the Deputy Head (Pastoral) and are trained in handling any incidents as an immediate priority, and who are alert to possible signs of bullying;
- Our pastoral team gives support and guidance to other staff on handling and reporting incidents, and on the follow-up work with both victims and bullies.
- Pupils have access to a trained Counsellor and this represents an important part of our

pastoral support service, providing specialist skills of assessment and counselling. A member of our pastoral team may refer a pupil to the Counsellor

- Staff are always on duty at times when pupils are not in class and supervise the school site, particularly areas where bullying might occur. They are trained to be alert to inappropriate language or behaviour at all times;
- In the boarding house, there is a strong team consisting of an Assistant HM, tutors and junior assistants supporting the Head of Boarding, who acts *in loco parentis.* Staff are aware that boarding houses provide more opportunities for bullying and are therefore always vigilant and alert to signs of issues with or between boarders. The informal house environment is important in reinforcing a pupil's standards and values, providing the opportunity for friendly, informal discussion of matters of concern to the individual pupil outside the formal classroom. A member of the boarding house staff is always on duty to supervise the pupils. The school will comply with its obligations as set out in the National Minimum Standards (NMS) at all times;
- The school has the right, and duty, to investigate incidents of bullying involving our pupils which take place outside of the school, such as on school visits and trips or online or otherwise and has the right to take disciplinary action in respect of such incidents in accordance with the Behaviour Management Policy.
- Staff will always consider the motive behind bullying behaviour and whether it raises any concerns for the welfare of the perpetrator. 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 Eagle House School's Child Protection and Safeguarding Policy and discuss their concerns with the school's Designated Safeguarding Lead (DSL) without delay.

Parents

- This policy is readily available on the Parent Portal so that they are clear on the school's approach to bullying and what to do if their child experiences bullying;
- We encourage close contact between the tutor and parents, and will always make contact 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 school without delay. All concerns will be taken seriously; and
- We welcome feedback from parents on the effectiveness of our preventative measures and all other aspects and implementation of this anti-bullying policy.

PROCEDURES FOR DEALING WITH REPORTED BULLYING

Eagle House School ensures that all instances of, or concerns about bullying and cyber-bullying, both on and away from school premises are easy to report and that they are recorded properly. Records of instances of bullying and allegations of bullying will be kept on MyConcern. Records will also be kept on files relating to safeguarding where appropriate, in order to enable the school to identify patterns of behaviour and to evaluate the effectiveness of this anti-bullying policy.

Eagle House 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 the attention of a member of staff through a report of a friend or by overhearing a conversation. 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 victims when they raise a concern.

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

The member of staff to whom the incident was reported, or who first discovers the situation, will:

- control the situation;
- reassure and support the pupils involved, without promising absolute confidentiality; and
- inform the tutor and Pastoral Lead of those involved about the bullying allegation as soon as possible;

1. The tutor/Pastoral lead will inform the other tutors of those involved.

2. The matter will be investigated in accordance with the school's Investigations Policy and escalated accordingly.

3. As soon as is appropriate, a member of the pastoral team will meet with the apparent victim(s) separately from the alleged perpetrator(s) to offer support to develop a strategy to help him or herself. It will be made clear to him/ her why revenge or retaliation is inappropriate.

4. As soon as is appropriate, a member of the pastoral team will meet with the alleged perpetrator(s), separately from the apparent victim(s), and it will be made clear why his/ her behaviour was inappropriate and caused distress. He/ she will be offered guidance on modifying his or her behaviour. The school's Behaviour Management Policy may also be invoked. Sanctions under the Behaviour Management Policy might include, for example, detention and withdrawal of privileges. Eagle House School may suspend or expel a pupil in cases of serious or persistent bullying, or in the event that the support put in place for the perpetrator(s) does not result in the modification of behaviour to an acceptable level.

5. If the incident may result in the alleged perpetrator being suspended or expelled, that pupil's parents will be informed. Otherwise, the person conducting the investigation will exercise their discretion in determining whether to inform the parents of some or all of those involved.

6. 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 if appropriate;

7. 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;

8. A monitoring and review strategy will be put in place and put on record;

9. In very serious cases, and only after the Head has been involved, it may be necessary to make a report to the Police, the DSL or to Children's Services. However, in many cases it will be possible to resolve such issues internally under this policy and the school's Behaviour Management Policy.

10. Any incident of bullying will be recorded on MyConcern with a "discipline" flag to indicate that it is a bullying matter with those incidents which result in the imposition of a Major Sanction being recorded separately by the Senior Deputy Head.

CYBER-BULLYING

Cyber-bullying can be defined as "*wilful and repeated harm inflicted through the use of computers, cell phones, and other electronic devices*" (http://www.cyber-bullying.org/). It is an aggressive, intentional act often carried out repeatedly over time, and often against a victim who cannot easily defend himself/ herself. Eagle House School acknowledges that cyber-bullying may take place inside school, outside of school and at any time of the day.

Cyber-bullying 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 Facebook, Instagram, TikTok, Twitter, or YouTube);
- Using e-mail to message others in a threatening or abusive manner; or
- Hijacking/cloning e-mail accounts.

The school acknowledges that cyber-bullying may take many different forms including: cyber-stalking, exclusion or peer rejection, impersonation, unauthorised publication of private information or images, encouraging derogative comments on online platforms, up skirting and sexting.

Examples of cyber-bullying may include:

- Making nasty calls or sending text messages, instant messages or emails including anonymous emails, threats, intimidation, and harassment;
- Using electronic media to send homophobic, racist, and sexist messages to another individual or posting any such comment on a social network site;
- Videoing other people being harassed and sending these to other phones or internet sites;
- Taking or sharing humiliating images;
- Sending nasty, threatening or anonymous messages using chatrooms or message boards; making friends under false pretences; groups of people deciding to pick on or ignore individuals;
- Using someone else's account to forward rude or mean emails; forwarding unsuitable contentincluding images or clips or sending computer viruses;
- Making and sending inappropriate content using a webcam;
- Posting nasty comments, humiliating images or video on social networking sites;
- Accessing another person's account details and sending unpleasant messages, deleting information or making private information public.

Eagle House 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* (updated June 2019).

Prevention of cyber-bullying

For the prevention of cyber-bullying, in addition to the measures described above, Eagle House School:

- Expects all pupils to adhere to its Acceptable Use Policy. Certain sites 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 inaccordance with the Behaviour Management Policy;
- Issues all pupils with their own personal School email address;
- Offers guidance on the safe use of social networking sites and cyber-bullying in LFL lessons, through tutorial work and additional pastoral talks which covers blocking, removingcontacts from "friend" lists and sharing their personal data;
- Ensures its pupils are aware of the various forms in which cyber-bullying can take place, that it can have severe and distressing consequences, and that participation in cyber-bullying will not be tolerated;
- Offers guidance on keeping names, addresses, passwords, mobile phone numbers and other personal details private and secure;
- Allows mobile phones to be used responsibly, safely, and respectfully only by boarders and then only at permitted times and under the supervision of boarding staff.

Procedures for dealing with cyber-bullying

Eagle House School will follow the procedures set out in this policy and the Child Protection and Safeguarding policy where relevant for incidents of cyber-bullying, 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 cyber-bullying is not a specific criminal offence, there are criminal laws that may apply to communications of a harassing or threatening manner or the unauthorised publication of private images, up skirting, and sexting. Where the school considers that a reported incident of cyber-bullying may amount to a criminal offence, it will inform the Police.

In response to an allegation of cyberbullying, certain staff are permitted to conduct a search for electronic devices, such as a mobile phone. Further information on this can be found in the Behaviour Management Policy which is available on Sharepoint and the Parent Portal.

COMPLAINTS PROCEDURE

Parents and pupils are encouraged to use our Complaints Procedure (which is published on our website) if they feel that any concerns about bullying (or anything else) are not being addressed properly.

MONITORING AND REVIEW

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

The Senior Deputy Head 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 or behaviours which enable bullying within the school. When patterns are identified, the school will decide an appropriate course of action. Records of bullying incidents will also be used to evaluate the effectiveness of Eagle House School's anti- bullying procedures, and to highlight any necessary amendments.

This policy is reviewed and updated at least annually, by the Senior Leadership Team.