



## ANTI-BULLYING POLICY

### September 2024

#### Aims and objectives

At Newcastle School for Boys (“the School”), our community is based upon the values set out in our character compass as well as respect, kindness, and inclusion. We are **committed** to providing an environment that is free from disruption, violence, and any form of harassment so that every one of our boys can develop his potential. We expect our boys to treat one another and members of staff with courtesy and co-operation so that they can learn in a relaxed but orderly atmosphere. All boys 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 and at home, and that the School and parents co-operate closely together.

This policy has been drafted with input from pupils. It is available to parents of pupils and prospective pupils on our website and on request. It is also communicated to all staff and pupils.

Bullying, cyberbullying, harassment and victimisation and discrimination will not be tolerated by the School. We treat all our boys 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 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.

#### 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 by **physical** (including any threat or use of violence of any kind) sexual, **verbal** (including cyber-bullying via e-mail, 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 interfering with, damaging or hiding another's **property**. 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 whether that be a physical, psychological, or intellectual imbalance, or by the perpetrator 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 on 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, gender, sexual orientation, special educational needs or disabilities (SEND), 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 this is the case.

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\*\*](#).

### **The School's response to bullying**

At Newcastle School for Boys, we always treat bullying, including allegations of bullying, very seriously. It conflicts sharply with the School's social and moral principles and potentially with its [\*\*Equal opportunities policy 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 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.

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 School's [\*\*Behaviour management policy\*\*](#). Whilst bullying 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), 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.

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 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 outside school premises and outside school hours.

### **Signs of bullying**

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

- Unwillingness to attend school.
- Displays of excessive anxiety, becoming withdrawn or unusually quiet.
- Failure to produce work, or producing unusually bad work, or work that appears to have been copied, interfered with or spoilt by others.
- Books, bags 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 such as stomach pains, headaches, etc.
- Unexplained cuts and bruises.
- Frequent absence, erratic attendance, late arrival to class.
- Choosing the company and presence of adults.
- Displaying repressed body language and poor eye contact.
- Difficulty in sleeping, nightmares.
- Talking of suicide or running away.

Although there may be other causes for some of the above symptoms, a repetition of, or a 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

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

### Pupils

- The 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 are briefed thoroughly on the School's expected standards of behaviour. They are told what to do if they encounter bullying.
- All boys (including 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 and will be supported.
- We use appropriate assemblies to explain the School's position on bullying. Our character development 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 and will focus on the importance of equality and diversity, and the importance of avoiding prejudicial language.
- Other lessons highlight the issue of bullying and reinforce this message by developing social skills and teaching moral and spiritual values that show bullying to be unacceptable.
- All of our boys are encouraged to tell a member of staff at once if they are being bullied, or if they know that bullying is taking place. They are reassured that they will be taken seriously and will be supported and kept safe.
- 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.
- We welcome feedback from pupils on the effectiveness of our preventative measures and all other aspects and implementation of this ***Anti-bullying policy***.

### 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 the School. 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.

- Staff are supported by providing specialist advice when dealing with bullying associated with special educational needs, psychological or mental disability, or in circumstances where they may feel out of their depth.
- Encourage open discussion of the differences between people that could motivate bullying, such as religion, ethnicity, disability, gender or sexuality, which also serve to teach our boys that using any prejudice-based language is unacceptable.
- 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 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 kept securely in the School's management information systems, notably CPOMS. Members of the Senior School Leadership Team, Deputy Head (Boys Wellbeing and Character Development) and the Head of the Junior School review those records in order that patterns of behaviour can be identified and monitored.
- We have a strong and experienced pastoral team of class teachers, tutors, senior tutors and SLT who support the Senior School Deputy Head (Boys Wellbeing and Character Development) and the Head of the Junior School 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.
- Our trained school guidance counsellors are an important part of our pastoral support service, providing specialist skills of assessment and counselling. They are available to give confidential advice and counselling support to boys who can refer themselves to her when they have social, emotional, or behavioural concerns. On occasion, a member of our pastoral team may refer a pupil to one of the School's guidance counsellors, as appropriate.
- Staff are always on duty at times when boys are not in class and patrol the school site, particularly areas where bullying might occur. They are alert to inappropriate language or behaviour.
- 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, or that otherwise occur outside of school. The School has the right to take disciplinary measures in respect of such acts. 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, considering the needs of SEND or vulnerable pupils.

- 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 School's [Safeguarding and child protection policy](#) and discuss their concerns with the School's Designated Safeguarding Lead (DSL), without delay.

## Parents

- This policy is available to all parents on the school website so that they can be clear on 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/guardians and will always make contact if we are worried about a boy'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.
- 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***.

## Procedures for dealing with reported bullying

The 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. All reported incidents are recorded and investigated at once. We always monitor reported incidents. Records of any incidents are kept securely in our Management Information System (CPOMS.) Senior members of staff including those with specific management responsibilities for safeguarding and pastoral care review those records regularly in order that patterns of behaviour can be identified and monitored and to evaluate the effectiveness of this ***Anti-bullying 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:

1. The member of staff to whom the incident was reported, or who first discovers the situation, will inform an appropriate member of the School's pastoral team about the bullying allegation as soon as possible.
2. A case handler will be appointed by the pastoral team who will control the situation (the 'case handler') and will reassure and support the pupils involved, without promising absolute confidentiality.
3. Where an issue of pupil behaviour or bullying gives 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm', staff should follow the procedures set out in the School's [Safeguarding and Child Protection Policy](#) rather than the procedure set out below.
4. The victim and the alleged perpetrator/s will each be interviewed individually by the case handler on his/ her own (or, if appropriate, with a suitable person present for support) and be asked to write their account of events.
5. Where the case handler considers that the reported bullying behaviour may be criminal or considers that there may be a risk of harm to a member of the public, the case handler will report the matter to the police.
6. The incident should also be recorded on the school's management information system CPOMS as soon as possible.
7. The Senior School Deputy Head (Boys Wellbeing and Character Development) or the Head of the Junior School will inform the senior tutors (Senior School) and the class teachers (Junior School) of both the alleged perpetrator/s and the victim[s] as soon as possible. In very serious incidents, the Headmaster should be informed.
8. The 'victim[s]' will be interviewed again at a later stage by a member of the pastoral team, separately from the alleged perpetrator/s. He will be offered support to develop a strategy to help him or herself. It will be made clear to him why revenge or retaliation is inappropriate.
9. The alleged perpetrator/s will be interviewed again at a later stage by a member of the pastoral team, separately from the victim, and it will be made clear why his behaviour was inappropriate and caused distress. He will be offered guidance on modifying his behaviour. The School's [Behaviour management policy](#) may also be invoked. Sanctions under the [Behaviour management policy](#) and/or [Discipline and exclusions policy](#) might include, for example, detention, withdrawal of privileges or suspension 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 bully does not result in the modification of behaviour to an acceptable level.

10. 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 [Discipline and exclusions policy](#). The parents' support will be sought in respect of preventative measures and any concerns of either party will be addressed.
11. A way forward, including where appropriate disciplinary sanctions and counselling, 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 by the pupils who bully others, as well as dealing with disciplinary measures in accordance with the School's [Behaviour management policy](#) and/or [Discipline and exclusions policy](#), if appropriate.
12. 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.
13. A monitoring and review strategy will be put in place and on record.
14. In very serious cases, and only after the Headmaster 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](#).

### **Cyberbullying**

Cyber-bullying 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.*' (Belsey, <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. The 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, offensive or humiliating material or comments on websites (including blogs, personal websites and social networking sites such as Facebook, Instagram, Twitter or YouTube).
- Using e-mail to message others in a threatening or abusive manner.

- 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, and sexting.

The School recognises that it 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 2019).

### **Prevention of cyber-bullying**

In addition to the preventative measures described above, the School:

- Expects all boys to adhere to its ***ICT Code of Conduct and E-Safety Policy***. Certain websites are blocked by our filtering system and the School monitors boys' use.
- May impose sanctions for the misuse, or attempted misuse of the internet.
- Issues all Senior School boys and Junior School boys from Year 2 and above with their own personal school e-mail address. Access to personal e-mail sites is not allowed from school computers/tablets inside the School.
- Offers guidance on the safe use of social networking sites and cyberbullying.
- Ensures that its pupils are aware that cyber-bullying 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
- Does not allow the use of mobile phones in classrooms, public areas of the School or where they may cause annoyance to others **without the express permission of a member of staff**.
- **Does not allow the use of cameras/mobile phone cameras in toilets, washing and changing areas where their presence and/or use is expressly forbidden.**

### **Procedures for dealing with cyberbullying**

The School will follow the procedures set out in this policy and the [\*\*Safeguarding and child protection 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.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, and sexting. Where the School considers that a reported incident of cyber-bullying may amount to a criminal offence, it will inform the police.

### **Electronic devices**

In response to an allegation of cyber-bullying, 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, 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 School's [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 cyber-bullying. 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 it 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 an 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 School may then take steps to punish the student in accordance with the [Behaviour management policy](#)/[Discipline and exclusions policy](#), where appropriate. If the search highlights a safeguarding concern in respect of any pupil, the School will follow the procedures set out in the School's [Safeguarding and child protection policy](#).

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

### **EYFS children**

Our youngest boys 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 other's 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. The Junior School Assistant Head (Early Years) is in day-to-day charge of the management of behaviour in the EYFS setting.

We explain to boys 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 boy may be sent to see the Junior School Assistant Head with responsibility for Early Years, 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 and, in cases of repeated instances of hurtful or inappropriate behaviour, they will be invited into the School to discuss the situation with their child's teacher and the Assistant Head Early Years and to agree a joint way of handling the difficulty.

The School's [Behaviour Management Policy](#) is available on our website and can be sent to parents upon request.

### **Complaints procedure**

Parents and boys may use the School's [Complaints procedure](#) (which is published on our website) if they feel that their concerns about bullying (or anything else) are not being addressed properly. Parents of EYFS children 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 Complaints Policy explains how to complain to Ofsted.

### **Monitoring and review**

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

The Senior School Deputy Head (Character development) or the Head of the Junior School will review all incidents of reported bullying on a termly or more frequent basis 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.

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