

Update: January 2023

Anti-bullying policy

1. Introduction

The School does not tolerate any form of discrimination or bullying based on the sex, race, religion, age, disability, or sexual preferences of an individual. All complaints of discrimination or bullying in whatever form will be treated with the utmost seriousness and investigated thoroughly.

2. Definition of bullying

Bullying is a behaviour or action taken by one or more children towards another or others that is:

- Deliberately hurtful and
- Repeated over a period of time and
- Difficult for the victim(s) to defend themselves against.

Bullying can take many forms but the three main types are outlined below:

- Physical: e.g. hitting, kicking, taking belongings
- Verbal: directly e.g. name-calling (because of individual characteristics or ethnic origin, nationality or skin colour, sexual orientation, religion or some form of disability- the most common direct form of bullying), insulting or making offensive remarks
Or indirectly e.g. spreading nasty stories about someone, excluding them from social groups, making someone the subject of malicious rumours, sending malicious (possibly anonymous) messages on paper, by email or by text message on a mobile phone.
- Cyber bullying: Cyber bullying involves 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.
Cyber bullying can involve Social Networking Sites, like Whatsapp, Tik Tok, Facebook, and Instagram, emails and mobile phones used for text messaging and as cameras (www.cyberbullying.org).

The School's anti-bullying policy applies to racial harassment.

Signs of bullying

Children may

- be frightened of walking to and from school
- change their usual route
- beg you to drive them to school
- be unwilling to go to school (or be 'School phobic')
- feel ill in the mornings
- begin truanting
- begin doing poorly in their school work
- come home regularly with clothes or books destroyed
- come home starving, become withdrawn, start stammering, lack confidence
- become distressed and anxious, stop eating
- attempt or threaten suicide
- cry themselves to sleep, have nightmares
- have their possessions go missing
- ask for money or start stealing (to pay the bully)
- continually 'lose' their money
- refuse to talk about what's wrong
- have unexplained bruises, cuts, scratches
- begin to bully other children/siblings

- become aggressive and unreasonable
- give improbable excuses for any of the above

3. Aims and objectives

- Bullying is wrong and damages individual children. We, therefore, do all we can to prevent it, by developing a school ethos in which bullying is regarded as unacceptable.
- As a school, we aim to produce a safe and secure environment where all can learn without anxiety. The promotion of safety, benevolence and respect through our school values (“Learning Super powers”) and through specific events and activities with children (e.g “Journée de lutte contre le harcèlement scolaire”/anti-bullying week”) endeavour to eradicate bullying within our school, through education and information.
- The School anti-bullying policy, in combination with the Behaviour policy, aims to produce a consistent school response to any bullying incidents that may occur.
- We aim to make all those connected with the school aware of our opposition to bullying, and we make clear each person's responsibilities with regard to the eradication of bullying in our school.

4. The role of the Board of Directors (“the Board”)

- The Board supports the Head in all attempts to eliminate bullying from the school. Jacques Prévert’s anti-bullying policy makes it very clear that the Board does not allow bullying to take place in the School, and that any incidents of bullying that do occur are taken very seriously and dealt with appropriately.
- The Board monitors the incidents of bullying that occur and reviews the effectiveness of the Anti-Bullying policy regularly. The Board requires the Head to keep accurate records of all incidents of bullying and to report to the Board about the effectiveness of the School anti-bullying strategies.

5. The role of the Head

- It is the responsibility of the Head and, by delegation, the Deputy Head with responsibility for pastoral care to implement Jacques Prévert’s anti-bullying strategy and to ensure that all staff (both teaching and non-teaching) are aware of the policy and know how to deal with incidents of bullying. The Head and Deputy Head report to the Board about the effectiveness of the anti-bullying policy on a regular basis.
- The Head ensures that all children know that bullying is wrong, and that it is not tolerated at Jacques Prévert . The Senior Leadership Team and their colleagues draw the attention of children to this fact at suitable moments. For example, if an incident occurs, the Head may decide to use it as an opportunity in which to discuss with other children why this behaviour was wrong, and why a pupil is being punished (if this is appropriate and will not alienate the perpetrator).
- The Head and Deputy ensure that all staff receive sufficient information to be equipped to deal with all incidents of bullying.
- The Head sets the school climate of mutual support and praise for success, making bullying less likely. We strongly believe that when children feel they are important and belong to a friendly and welcoming school, bullying is far less likely to be part of their behaviour.
- The Head keeps careful notes of all bullying incidents. Any situation related to bullying will be entered into “My concern” without delay.
- Although all of the above in §5 remain in the scope of the Head’s responsibility, these tasks are primarily supported by the Deputy Head of the school, in charge of Safeguarding and Pastoral care. Any action taken by the Deputy Head in this important matter would hence be coordinated with the Head.
- The Deputy Head in charge of the Safeguarding and Pastoral care is designated as the School “Référént Harcèlement” (cf French guidelines attached)

6. The role of the teacher

- Teachers in the School take all forms of bullying seriously, and intervene to prevent incidents from taking place. They keep their own records of all incidents that happen in their class and those they are aware of in the School. Any serious incident will be reported in “My concern” without delay so that the Head and the Deputy Head in charge of Safeguarding and Pastoral care are aware of it. Straightforward discussion with the Direction team is also strongly encouraged so as to act in a coordinated and adequate manner as soon as possible.

- The School keeps careful notes of all incidents of bullying that occur outside lesson time, either near the school or on the children's way to or from school. If any adult witnesses or hears about an act of bullying, the event should be recorded accordingly straightaway in "My concern" so as to inform the Head and Deputy Head without delay.
- In the event of an observed or reported instance of bullying by a member of staff, a careful record will be made of who was involved, what happened, when and where. This will be passed to the class teacher who will liaise with the Head or the Deputy Head "Référént Harcèlement" or directly to either of them. The French "Education nationale" protocol guidelines will be strictly followed in its part II dealing with handling with bullying situations (page 2 to page 4 – cf. French protocol attached). In particular, facts will be ascertained from victim(s), witness(es), perpetrator(s) and parents will be informed by the Head and the "Référént Harcèlement". If teachers witness an act of bullying or are told about one, they do all they can to support the child who is being bullied. They will make sure that all children involved are safe and report straightaway to the Head or the "Référént Harcèlement" about the situation, following the French "Education nationale" protocol guidelines (page 2 to page 4 – cf. French protocol attached).
- The School will keep parents informed when dealing with a significant bullying situation. Parents are asked to let the school (the "Référént Harcèlement" in the first instance) know if they have cause for concern, either on behalf of their children or because of a concern about an incident involving others. The school always tries to handle information discreetly, and while it likes to follow up such matters, it does not do so without careful consultation first. It is much easier to counter problems at an early stage.
- Every effort will be made to resolve the problem through counselling of both parties, which will seek to support the victim(s) and change the behaviour of the child(ren) who has/have bullied the others. This process will normally be carried out by the class teacher, working in conjunction with the Head and Pastoral Deputy.
- For all incidents of bullying, no matter how long they have been going on for, disciplinary sanctions will normally be applied, and this may include time-out, reporting to the SLT at regular intervals or- as an absolutely last resort- expulsion. A change of form might also be implemented. Counselling will, however, be maintained for both parties even after the sanctions have been applied. Parents' full cooperation on both sides is then expected to make sure that the situation evolves in a favorable manner for both the victim(s) and the perpetrator(s).
- Teachers receive training, which equips them to deal with incidents of bullying and behaviour management.
- Teachers attempt to support all children in their class and to establish a climate of trust and respect for all. By praising, rewarding and celebrating the successes of all children through our values of "Safe and Sound, Autonomy, Benevolence, Respect and Effort", we aim to prevent incidents of bullying.

7. The role of parents

- Parents who are concerned that their child might be being bullied, or who suspect that their child may be the perpetrator of bullying, should contact their child's class teacher immediately.
- Parents have a responsibility to support Jacques Prévert's anti-bullying policy and to actively encourage their child to be a positive member of the school.
- The "Référént Harcèlement" (i.e The Deputy Head in charge of Safeguarding and Pastoral care") can be contacted at any time by parents, should there be any concerns with anyone's attitude related to bullying within the school, extra-curriculum activities, travelling to and back from school or anyone related to the school.

8. Monitoring and review

- This Policy is kept under continuous review by the Head who reports to the Board about the effectiveness of the policy.
- The Board reviews the School anti-bullying policy annually. It does so by examining the staff's anti-bullying information, and by discussion with the Head. All staff have a responsibility to bring to the Head's attention issues relating to this policy which are causing concern

9. General

- This document has been drawn up to clarify the policy of the School against bullying and to inform parents, guardians and pupils of what that policy is. It is not intended to extend or alter the contractual or other legal rights that exist between the School and parents, guardians or pupils. The contents of this document are statements of intent made in good faith, but are not intended to be legally enforceable.

References :

Safe to Learn: Embedding anti-bullying work in Schools
Department for children, Schools and families 2014

Preventing and Tackling Bullying 2017
Advice for Head Teachers, Staff and Governing Bodies

Cyber-bullying-Advice for headteachers and school staff 2014
Advice for parents and carers on cyber-bullying 2014

Protocole de traitement des situations de harcèlement dans les écoles, M.E.N

<https://www.nonaharcelement.education.gouv.fr/>

<https://www.education.gouv.fr/lutte-contre-le-harcelement-l-ecole-289530>