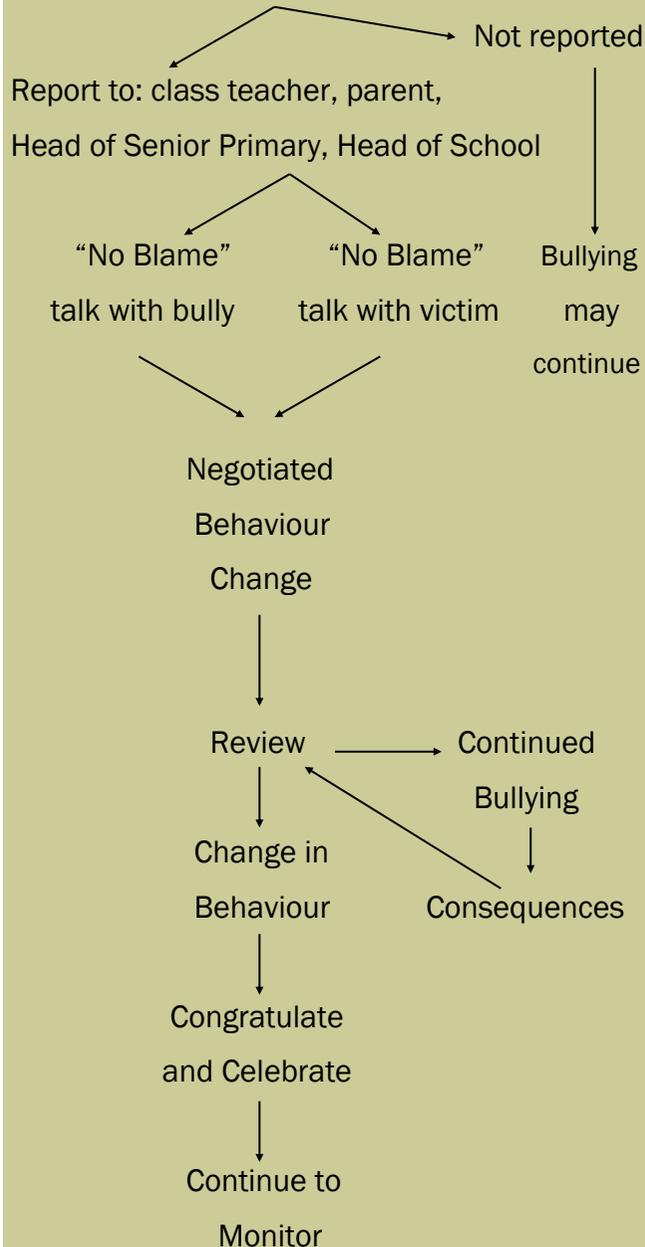


## ANTI-BULLYING PROCEDURE

Bullying Behaviour occurs ...



### Parents—You Can Help!

Positive parental support and influence is vital. You are the most influential models in you son's life.

Build a welcoming and inclusive home environment:

- Encourage your son to bring friends home
- Acknowledge and accept difference in others

Encourage you son's self-esteem:

- Value your son for who he is
- Be positive in your words and actions
- Nurture your son's positive qualities

Discuss social, community and relationship issues openly:

- Discuss Highbury's expectations about behaviour
- Discuss how your son could best respond if bullied
- Discuss what your son could do as a witness to hurtful / bullying behaviour

Be observant. Look out for tell-tale signs such as:

- Unwillingness to attend school
- Changing pick-up / drop off arrangements
- Declining academic performance
- Loss of interest in sporting or social events
- Frequent loss of possessions
- Unexplained bruises, scratches, cuts or torn clothing
- Change in eating or sleeping patterns
- Refusal to say what the problem is

Sometimes, boys are reluctant to talk over such matters with parents because they fear that decisions will be taken out of their hands.

It is important to maintain trust by respecting your son's right to judge what action to take. **DO NOT CONFRONT THE BULLY.** Inform the school who will follow procedures.



**HIGHBURY**  
PREPARATORY SCHOOL

## Senior Primary Information on Bullying or Hurtful Behaviour

Highbury School respects the rights of all people, especially its learners, to be free from all forms of bullying and harassment. Respect for each other, courtesy, kindness and cooperation are expected and encouraged at Highbury School.

Highbury School:

- Expects a high standard of behaviour at all times
- Is committed to providing a safe and caring environment for everyone
- Maintains that everyone has the right to be free from all forms of bullying
- Encourages and positively reinforces behaviour which is in line with our Culture of Honour
- Is committed to identifying, preventing and dealing with bullying
- Educates its children about issues related to bullying
- Offers support to all children through its pastoral care system and the pastoral care role of all its teachers

## WHAT IS BULLYING?

Bullying is any ongoing willful, conscious behaviour intended to hurt another person, either physically or emotionally. It may also be part of an ongoing series of incidents. People can be involved in bullying behaviour either as individuals, ringleaders, or members of a group.

Bullying involves an imbalance of power which:

- May be verbal, physical, social or psychological in nature
- Is repeated, so that it causes distress at the time and creates fear of future incidents of bullying
- May be in the form of normal behaviour which, by intent, makes another feel inferior—for example, an overly competitive approach to academic, sporting or cultural success

Bullying takes the form of and can include:

- Verbal harassment: swearing, name calling, teasing, threatening, spreading rumours
- Physical harm: punching, spitting, kicking, pushing
- Exclusion: deliberately leaving someone out of an activity or ignoring him
- Extortion: demanding money, food, favours
- Interference with or damage to personal belongings, stealing
- Physical gestures: faces; obscene gestures
- Written abuse which includes cyber bullying and electronic bullying

## BULLYING IS A SERIOUS ISSUE

Bullying is not 'OK'. Highbury School does not tolerate bullying. Bullying leads to emotional and/or physical pain and stress for the person being bullied. Sometimes, those of us who remain passive onlookers can unintentionally encourage bullying behaviour. This 'tradition of silence' reinforces bullying and this silence is a barrier that must be broken down.

***As a learner at Highbury School, it is your right and your responsibility to report bullying to any member of staff, whether it happens to you or to someone else.***

What can you do if you are a witness to bullying? Bystanders have the power and the responsibility to do something:

- Take action as the bullying occurs by saying, "Leave him alone"
- Report the incident to a member of the staff as soon as you can. It is OK to ask for privacy and confidentiality. Alert the staff to a trouble spot or a bullying incident.
- Offer support to the boy being bullied. Make suggestions about handling it. Encourage him to get help through an adult, a friend or his family.

## WHAT CAN YOU DO IF YOU ARE BULLIED?

Recognize that you can take positive action. Often, bullies want a reaction. A solution can take time. Seek assistance and be assured that there are people who will help.

There are a range of possible options:

- Be assertive, you have rights. Say, "Stop it, I don't like it!"
- Do not retaliate with physical or verbal aggression
- Ignore it - if you show that you are not upset, the harassment may stop
- Laugh it off, use humour
- Build your own protection by establishing friends
- Be smart about avoiding places which you think are high risk
- Talk about it with others who can help you decide how to handle the situation or they can take action, e.g. your friends or family; the older boys in the Kool-to-Care programme; your class teacher; other teachers; Housemasters or Housemistresses; the School nurse; therapists or a senior member of staff.

***Remember, we are on your side!***

***We take bullying seriously and want to stop it.***

## CONSEQUENCES:

In the event that a learner (who has been found to be bullying) does not change his behaviour after steps outlined in this document have been followed (see diagram), then any or all of the following consequences may be applied:

- Timeout from class, sport activities, break time, or wherever the bullying has taken place
- Consultation with parents
- Warnings accompanied by a formal letter to the boy concerned and his parents
- Reparation for any damage caused
- Community service
- Detention, or Internal suspension for a period of time
- External suspension from school, resuming only with the clear understanding by the boy that he will demonstrate positive behaviour in place of the unacceptable bullying behaviour
- Expulsion