



SEVENOAKS
PREPARATORY SCHOOL

EYFS ANTI-BULLYING POLICY

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Sevenoaks Preparatory School Early Years Department is committed to providing an environment for children that is safe, welcoming and free from bullying. Bullying in any form is unacceptable in our school, whether the offender is a child or an adult. The victim is never responsible for being the target of bullying.

Everyone involved in the school including staff, children and parent/carers, will be made aware of the school's stance towards bullying. Such behaviour will not be tolerated or excused under any circumstances.

Bullying is repeated over time and intentionally hurts another pupil or group physically or emotionally and is often motivated by prejudice against particular groups, for example, on grounds of race, religion, culture, sex, gender, homophobia, special educational needs and disability, or because a child is adopted or is a carer – it may occur directly or through cyber-technology (social websites, mobile phones, text messages, photographs and email)

It can be:

- **physical** - Pushing, scratching, spitting, kicking, hitting, biting, taking or damaging belongings, tripping up, punching or using any other sort of violence against another person
- **verbal** - Name-calling, put-downs, ridiculing or using words to attack, threaten or insult. For example, spreading rumours or making fun of another person's appearance
- **social or psychological** - Behaviour likely to instil a sense of fear or anxiety in another person
- **cyber bullying** - Cyberbullying 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
- **often an inter-relationship between classes/groups** - Being deliberately unkind, shunning or excluding another person from a group or tormenting them. For example, forcing another person to be 'left out' of a game or activity, passing notes about others or making fun of another person.

It is essential that we report bullying, including cyber-bullying and bullying outside school. The Deputy Head, Head of Pre-Prep and DSL will determine the threshold for reporting a bullying issue to external agencies (such as police/children's social care), and records are kept to evaluate the effectiveness of the approach adopted or to enable patterns to be identified; Note, a bullying incident should be treated as a child protection concern when there is reasonable cause to believe that a child is suffering or likely to suffer significant harm.

Preventing Bullying Behaviour

The Head of the Pre-Prep School and the staff will make every effort to create a tolerant and caring environment in the school, where bullying behaviour is not acceptable. Staff will discuss the issues surrounding bullying openly, including why bullying behaviour will not be tolerated and what the consequences of bullying behaviour will be.

Dealing with Bullying Behaviour

Despite all efforts to prevent it, bullying behaviour is likely to occur on occasion and the school recognises this fact. In the event of such incidents, the following principles will govern the school's response:

- All incidents of bullying will be addressed thoroughly and sensitively.

- Children will be encouraged to immediately report any incident of bullying that they witness. They will be reassured that what they say will be taken seriously and handled carefully.
- Staff have a duty to inform the Deputy Head of the Pre-Prep or Head of Early Years if they witness an incident of bullying involving children or adults at the school.
- If a child or a member of staff tells someone that they are being bullied, they will be given the time to explain what has happened and reassured that they were right to tell the staff member.
- The individual who has been the victim of bullying will be helped and supported by the staff team. They will be kept under close supervision and staff will check on their welfare regularly.
- In most cases, bullying behaviour can be addressed according to the strategies set out in the Behaviour Policy. The bully will be encouraged to discuss their behaviour and think through the consequences of their actions. Where appropriate, they will be encouraged to talk through the incident with the other person concerned.
- Where bullying behaviour persists, more serious actions may have to be taken, as laid out in the Suspensions and Exclusions Policy.
- A member of staff will inform the parents/carers of all the children involved in a bullying incident at the earliest possible opportunity. If appropriate, staff will facilitate a meeting between the relevant parents/carers. At all times, staff will handle such incidents with care and sensitivity.
- All incidents of bullying will be reported to the Head of the Pre Prep School and will be recorded in the Incident Log. In the light of reported incidents, the Head of the Pre Prep School and other relevant staff will review the school's procedures in respect of bullying.
- All incidents of bullying will be discussed at the outset with the DSL and Head of the Pre-Prep to assess if the child/ren involved is suffering or likely to suffer significant harm.

Other Policy Links

- Behaviour Policy
- Suspensions and Exclusions Policy