Anti-Bullying Policy

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Related Documents

- Safeguarding
- Promoting Positive Behaviour Policy
- ICT & E-safety Policy
- Staff Code of Conduct
- DfE statutory guidance "Keeping Children Safe in Education", Sept 2026, and Working Together to Safeguard Children, 2018 (updated March 2026)
- DfE statutory guidance "Preventing and Tackling Bullying – Advice for headteachers, staff and governing bodies, July 2026
- Childnet's "Cyberbullying: Understand, Prevent and Respond: Guidance for Schools"

Aims and Objectives

This policy relates to Aldwickbury School where 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 their 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.

- The school prides itself on creating a culture where pupils are happy and safe and where respect and tolerance are evident in all areas
- Parents have an important role in supporting by 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 and prospective pupils on our website. It is also communicated to all staff and pupils
- Bullying, harassment, victimisation and discrimination of pupils or staff will not be tolerated by the School
- We treat all of our pupils and their parents fairly, and with consideration, and we expect them to respect the staff, the School, Aldwickbury, and each other, in return. All forms of bullying (including cyberbullying, prejudice-based and discriminatory 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 relevant School's Promoting Positive Behaviour Policy

This policy applies to all pupils at Aldwickbury, including those in the Early Years Foundation Stage (EYFS) and applies to actions undertaken both inside, and outside of the School. The term School refers to Aldwickbury.

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 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, 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, gender, sexual orientation, special education needs or disabilities (SEND), or because of a pupil's familial circumstances, such as they are adopted, in care or

that they have caring responsibilities. Bullying may be motivated by actual differences between pupils, or perceived differences.

For example, bullying can still be homophobic if directed towards a pupil that is perceived to be gay, whether or not this is the case.

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

Definition of Child on Child Abuse

Bullying can sometimes amount to child on child abuse, which is defined as abuse by one or more pupils against another pupil. The pupils will not necessarily be the same ages/year groups. Child on child abuse is a specific safeguarding concern and as such should be dealt with according to the procedures and protocols outlined in Aldwickbury's Safeguarding Policy.

All staff should be aware that pupils can abuse one another and that it can happen both inside and outside of school and online. It is important that all staff recognise the indicators and signs of child on child abuse and know how to identify it and respond to reports.

All staff should understand, that even if there are no reports in their school it does not mean it is not happening, it may be the case that it is just not being reported. If staff have any concerns regarding child on child abuse they should speak to their designated safeguarding lead (or a deputy designated safeguarding lead).

Child on child abuse is most likely to include, but may not be limited to:

- bullying (including cyberbullying, prejudice-based and discriminatory bullying);
- physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm (this may include an online element which facilitates, threatens and/or encourages physical abuse);
- sexual harassment, such as sexual comments, remarks, jokes, and online sexual harassment, which may be standalone or part of a broader pattern of abuse.
- causing someone to engage in sexual activity without consent, such as forcing someone to strip, touch themselves sexually, or to engage in sexual activity with a third party.
- consensual and non-consensual sharing of nudes and semi-nude images and or videos (also known as sexting or youth produced sexual imagery).
- upskirting, which typically involves taking a picture under a person's clothing without their permission, with the intention of viewing their genitals or buttocks to obtain sexual gratification, or cause the victim humiliation, distress or alarm.
- initiation/hazing type violence and rituals (this could include activities involving harassment, abuse or humiliation used as a way of initiating a pupil into a group and may also include an online element).

Aldwickbury's Response to Bullying

At Aldwickbury, we always treat bullying very seriously. It conflicts sharply with our social and moral principles, and with our policy on equal opportunities, and will not be tolerated. When incidents of bullying occur, they are dealt with quickly and taken seriously. Aldwickbury will never dismiss bullying as banter or horseplay, and all reported incidents of bullying will be challenged, and dealt with by staff in accordance with this policy. It is abuse and downplaying such behaviours can lead to a culture of unacceptable behaviours, and unsafe environment for pupils, and a culture that might normalise such abuse leading to it being accepted as normal and left unreported.

Aldwickbury 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 priority, however, Aldwickbury 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 relevant School's Promoting Positive Behaviour 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), upskirting 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 pupils with SEND or certain health conditions can face additional safeguarding challenges and may be more prone to peer group isolation or bullying (including prejudice-based bullying) than other pupils. The School also recognises that certain pupils 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.

Aldwickbury recognises that bullying can sometimes amount to child on child abuse and that pupils are capable of abusing other pupils. Aldwickbury will treat all incidents of bullying as a safeguarding concern where there is reasonable cause to suspect that a pupil is suffering, or likely to suffer significant harm.

Signs of Bullying

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

- Unwillingness to return to 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 and other belongings suddenly go "missing", or are damaged.

• Change to established habits (e.g. giving up music leschilds, 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.

• Talking of suicide or running away from home or school.

Although there may be other causes of the above symptoms, a repetition or combination of these, could be possible signs of bullying and should be investigated by parents and teachers and reported/ recorded, as appropriate, in accordance with their policy.

Bullying - Preventative Measures

Aldwickbury's response to bullying does not start at the point at which a pupil has been bullied. Aldwickbury actively seeks to raise awareness of and prevent bullying becoming a problem in the first place.

We do their by:

• Promoting an ethos of good behaviour where pupils always treat each other with respect, inside and outside of school.

• Creating a culture in which our pupils feel able to share their concerns openly, in a non- judgmental environment.

• Establishing conditions in which our pupils can aspire to and realise safe and healthy relationships.

• Encouraging a culture of tolerance and respect amongst all members of the Aldwickbury community.

Pupils

• All new pupils (including boarders and 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 and tutorials to explain Aldwickbury' s policy on bullying.

• The PSHCEE 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. It focuses on the importance of equality and diversity and pupils are encouraged to avoid prejudicial and exclusionary language.

• Assemblies and lessons 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.

• All pupils (including boarders and EYFS pupils) know how to report anxieties to an appropriate member of staff.

• The School buildings and boarding rooms display advice on where pupils can seek help, including details of confidential help lines and websites where they can connect with external specialists, including details of the Aldwickbury Independent Listener.

• We provide age-appropriate training to pupils with positions of responsibility (such as monitors) which specifically covers the importance of offering support and assistance to others particularly to younger and to vulnerable pupils.

• The School does not tolerate peer-group "initiation ceremonies" or hazing rituals designed to cause pain, anxiety or humiliation to pupils, and all staff remain alert to such actions.

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 ensures that all 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.

• The School recognises that certain pupils may be more at risk of bullying than others, and may require additional support when dealing with an incident of bullying, for example SEND and LGBT 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. Records of any incidents are kept securely on the Management Information System (SIMS) and/or CPOMS in order that patterns of behaviour can be identified and monitored.

• Aldwickbury has experienced Designated Safeguarding Leads (DSLs) and Deputy Designated Safeguarding Leads (DDSLs) who are trained in how to handle incidents as an immediate priority, and who are alert to possible signs of bullying and will know when to apply our safeguarding procedures to bullying incidents. The DSLs and DDSLs are ably

assisted by the wider team of pastoral staff such as Form teachers, Tutors, Heads of Year and matrons.

• Our School Counsellor is an important part of our pastoral support service, providing specialist skills of counselling. She is available to give confidential advice and counselling support to pupils.

• Staff are always on duty at times when pupils are not in class and there are appropriate levels of supervision in place across the School in accordance with the relevant School's supervision policy. Staff are trained to be alert to particular areas where bullying might occur. They are also trained to be always alert to inappropriate language or behaviour.

• During boarding there is a strong team of resident staff supporting Matron, who act in loco parentis. Staff are aware that boarding could provide opportunities for bullying and are therefore always vigilant and alert to signs of issues with or between boarders. The informal boarding 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 staff is always on duty to supervise the pupils.

• The School has the right 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 incidents. Disciplinary measures will be taken in accordance with the relevant School's Promoting Positive Behaviour Policy and will be applied in a fair, consistent, and reasonable manner, taking into account the needs of SEND and vulnerable pupils.

Parents

• Their policy is available on the School's website 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 School 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.

• We welcome feedback from parents on the effectiveness of our preventative measures and all other aspects and implementation of their 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. Records of instances of bullying and allegations of bullying will be kept on SIMS and/or CPOMS, in order to enable the School to identify patterns of behaviour and to evaluate the effectiveness of their anti-bullying policy.

The School recognises that pupils are likely to report bullying to someone they trust: this could be any member of staff. 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.

Investigations

All reports will be investigated, however minor, to ensure that a potentially serious case does not develop.

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 and will reassure and support the pupil(s) involved, without promising absolute confidentiality. The member of staff will inform an appropriate member of Pastoral Team about the bullying allegation as soon as possible.
- A member of the pastoral team (most likely the Head of Year or Senior Deputy Head) will talk to the pupil(s) concerned, giving them time to explain the situation, reassuring them that their allegation will be taken seriously and investigated. There may be a clash between the wishes of the pupil and the needs of Aldwickbury with regard to confidentiality. However, from the outset, staff will make it clear that others may need to be consulted. (Step 2 might be omitted depending on the amount of detail ascertained during Step 1)
- The Senior Deputy Head will then co-ordinate an investigation and will liaise with relevant members of the senior leadership team and pastoral team to ensure the investigation is conducted in line with Aldwickbury's protocols and procedures.
- The victim and the alleged perpetrator/s will each be interviewed individually with a suitable adult present for support. The written account of the interview will be read back to the pupil(s) and they will be asked to verify its accuracy. The pupil(s) may also be asked to write their account of events.
- The written account(s) of the incident should be signed and dated. The Senior Deputy Head, who is responsible for keeping records of bullying and other serious disciplinary offences, will ensure that these are securely stored.
- The Senior Deputy Head will decide on what action is required following the completion of the investigation.

The Senior Deputy Head will ensure that the outcome of the investigation is communicated to relevant parties such as the pupil(s)' Tutor, Form Teacher and parents. In serious incidents, the Headmaster should be informed.

Outcome of the Investigation

In instances where the allegation of bullying is confirmed, both the victims of bullying and those who have been involved in bullying behaviour can expect the support of Aldwickbury.

- The victim will be offered support to develop a strategy to help them. It will be made clear to them why revenge or retaliation is inappropriate. The support offered will seek to help the victim recover from the unpleasant and upsetting effects of bullying and to begin once more to enjoy their experience at School.

- The motivation behind the bullying behaviour will be considered. If these considerations lead to concerns that the perpetrator(s) may be at risk of harm, the Aldwickbury Safeguarding Policy and associated procedures will be followed.
- It will be made clear to the perpetrator(s) why their behaviour was inappropriate and caused distress. They will be offered support and guidance to help improve their behaviour.
- For both the victims of bullying and those who have been involved in bullying behaviour, it may be appropriate for the School Counsellor to become involved. Support from external services will also be sought if appropriate, in particular where it would assist in tackling any underlying issues of the pupil who has been involved in bullying behaviour.
- As part of the process, a meeting involving victim(s) and perpetrator(s), with close staff supervision, may be convened to help develop a strategy which enables all concerned to close the episode of bullying.
- The parents of all parties will be informed and may be invited into School to discuss the matter. The parents' support will be sought in respect of preventative measures, and any concerns of either party will be addressed.
- A monitoring and review strategy will be put in place and put on record.

Sanctions

Whilst Aldwickbury recognises the need to support those who have been involved in bullying behaviour in changing their behaviour, it also accepts that sanctions may often be necessary and appropriate as part of its response to bullying incidents.

Each case will be dealt with on an individual basis and the punishment imposed will be dependent on the seriousness of the incident. The range of sanctions available is set out in the Promoting Positive Behaviour Policy relevant to the school. Pupils who are found to have been involved in bullying others can expect, as a minimum, a school detention although a more severe sanction may well be considered appropriate. In serious cases, bullying may lead to suspension or expulsion from Aldwickbury.

Disciplinary sanctions will be fairly and consistently applied, taking into account any special educational needs or disabilities of the pupil and the needs of vulnerable pupils.

Further Considerations

All allegations of child on child abuse will be treated as a safeguarding concern. Concerns will be investigated and managed in accordance with the Aldwickbury Safeguarding Policy.

Where an issue of pupil behaviour or bullying gives “reasonable cause to suspect that a pupil is suffering, or is likely to suffer, significant harm”, staff should follow the procedures set out in the Aldwickbury Safeguarding Policy.

Where the staff member investigating considers that the reported bullying behaviour may be criminal, or considers that there may be a risk of harm to someone, the staff member will discuss this with a DSL (and Headmaster). The DSL will report the matter to the Police without delay if considered necessary. The School will then follow the procedures set out in the Aldwickbury Safeguarding Policy as well as any guidance from the Police.

In serious cases, a DSL (and Head) will be involved, and it may then be necessary to make a report to the Police. In many cases it will be possible to resolve such issues internally under this policy and the School's Promoting Positive Behaviour Policy.

In cases where criminal /potential criminal activity is immediately apparent or suspected, the police will be called immediately.

Cyber-Bullying

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 intentional act often carried out repeatedly over time, and often against a victim who cannot easily defend themself. 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, sexual, discriminatory, offensive or humiliating material or comments on websites (including blogs, personal websites and social networking sites such as Facebook, Instagram, X, Snapchat, TikTok or YouTube and any other platform).
- Using e-mail/teams to message others in a threatening or abusive manner.
- Hijacking/ cloning e-mail accounts.

Aldwickbury 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 derogatory comments on online platforms, sharing nudes/semi-nudes, upskirting and sexting.

Aldwickbury 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 Schools (updated January 2026).

Prevention of Cyber-Bullying

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

- Expects all pupils to adhere to its policy for the safe use of the internet and technology. Certain sites are blocked by our filtering system and our IT Department and DSLs monitor pupils' use on school devices and school platforms and applications.
- May impose disciplinary sanctions for the misuse, or attempted misuse, of the internet or technology in accordance with the relevant School's Promoting Positive Behaviour Policy.

• Offer guidance on the safe use of social networking sites and cyber-bullying in PSHCEE lessons, which covers blocking, removing contacts from "friend" lists and sharing their personal data.

• Ensures 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.

• Does not allow pupils to have mobile phones in school.

Procedures for Dealing with Cyber-Bullying

The School will follow the procedures set out in this policy (and the Aldwickbury 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 pupils' conduct and protecting the reputation of the School, and the welfare of the 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, upskirting, sharing nudes/semi-nudes and sexting. Where the School considers that a reported incident of cyber-bullying may amount to a criminal offence, it will inform the Police.

EYFS Pupils

Aldwickbury's youngest pupils 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 others' 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 Head of Pre-Prep oversees the management of behaviour in the EYFS setting alongside the Promoting Positive Behaviour Policy for Aldwickbury

We explain to our EYFS pupils why some forms of behaviour are unacceptable and hurtful to others. We rarely need to impose sanctions in the EYFS setting; but in line with the Promoting Positive Behaviour Policy some sanctions may be necessary. Occasionally, a pupil may be sent to see the Head or Deputy Head of Pre-Prep, 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 higher-level sanction is needed, and in cases of repeated instances of hurtful or inappropriate behaviour, parents will be invited into the School to discuss the situation with the child's teacher and Head or Deputy Head of Pre-Prep and they will agree a joint way of handling the difficulty.

Copies of our Promoting Positive Behaviour Policy, including EYFS pupils can be found on the School website.

Complaints Procedure

Parents 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. Parents should be aware that they have the right to refer a complaint directly to the Independent Schools Inspectorate (ISI), if they are unhappy with the way in which their complaint has been handled.

Monitoring and Review

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

The Head and 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 within the School. Records of bullying incidents will also be used to evaluate the effectiveness of the School's antibullying procedures, and to highlight any necessary amendments.

This policy is reviewed and updated by the Senior Deputy Head

Date of Policy: October 2023

Review Date for Policy: September 2026

This Policy was approved by the Governors Education Committee 12th October 2026.

Next Review Date for Policy: September 2027

Appendix 1: Examples of Bullying

Physical Bullying may involve:

- Hitting or kicking someone;
- Jostling, shoving, pushing someone;
- Spitting at someone;
- Invading someone's body space;
- Physically humiliating someone;
- Taking, damaging or hiding someone's property;

If physical bullying involves assault, actual bodily harm or wounding it is a criminal offence.

Verbal Bullying may involve:

- Spoken comments;
- Written notes;
- Emails or text messages;
- Improper use of websites and social media platforms;
- Phone calls;
- The defacing of notices;
- Name-calling, spreading rumours, publicly blaming someone for something they haven't done;
- Circulating unflattering drawings or photographic images of someone.

Indirect or Manipulative Bullying may involve:

- Ostracising a fellow pupil by refusing to sit alongside them in class, in the Dining Room, etc. (or by moving away when he comes and sits down);
- The manipulation of social networks to ostracise, marginalize or intimidate individuals;
- Publishing photographs or images of someone that are intended to occasion mockery or gossip;
- Encouraging others to become the agents of physical or verbal bullying against one's intended victim.

Bullying characterised by racism, sexism, homophobia and the exploitation of disability may involve:

• Spoken comments about someone (their friends or a member of their family), or about some group of pupils;

• Written notes about someone (their friends or a member of their family), or about some group of pupils;

• Emails, web postings or text messages about someone (their friends or a member of their family), or about some group of pupils;

• Phone calls about someone (their friends or a member of their family), or about some group of pupils;

• The defacing of notices with snide remarks about someone (their friends or a member of their family), or about some group of pupils.

Sexual Bullying may involve:

• Bullying that seeks to hurt people by drawing attention to their body shape, hair colour, manner of dress, alleged sexual attractiveness (or lack of it), close friendships (or the absence of intimate relationships in an individual's life);

• Physical action of a sexually intimidating nature (by the invasion of body space, inappropriate touching);

• Spreading rumours about an individual's lifestyle (or the lifestyle of a close friend or relative);

• Spoken comments, written notes, emails, web postings, text messages, phone calls about someone (their friends or a member of their family), or about some group of pupils;

• Upskirting, which typically involves taking a picture under a person's clothing without them knowing, with the intention of viewing their genitals or buttocks to obtain sexual gratification, or cause the victim humiliation, distress or alarm;

Bullying focused on religion, culture or family background may involve:

• Spoken comments, written notes, emails, web postings etc. that highlight an individual's religion or culture with the purpose of mocking them for cultural or religious difference;

• Comments, web postings etc. that mock a particular religious or cultural tradition for the purpose of discomforting an individual or group within Aldwickbury:

• Pejorative religious or cultural descriptors;

• Gossip about an individual's family circumstances, spreading stories about (for example) them being adopted, a parent in a same-sex relationship, a relation in the news for negative reasons.

Specific examples of cyber-bullying include:

- Sending abusive, insulting or malicious text messages;
- Sending abusive, insulting or malicious e-mails;
- Posting abusive or malicious messages on websites, using blogs, personal websites, on-line personal polling sites etc.;
- Posting on a social network site facts or photographs of someone with the intention to embarrass or belittle them in the eyes of others;
- Indulging in malicious or spiteful conversations in chat-rooms;
- Spreading abuse, malice or scurrilous gossip by other electronic means;
- Hacking into social networking sites and removing personal material;
- Making repeated silent calls to a mobile phone or leaving abusive messages on voice mail;
- "Fraping" - using a pseudonym or someone else's telephone or e-mail account for anonymity when indulging in bullying.
- "Catfishing" - luring someone into a relationship by means of a fictitious online person
- "Upskirting" - in the first instance and the sharing of any images by the perpetrator and the passing on of these images by another party. 'Upskirting' typically involves taking a picture under a person's clothing without them knowing, with the intention of viewing their genitals or buttocks to obtain sexual gratification, or cause the victim humiliation, distress or alarm. It is now a criminal offence.

Appendix 2: Additional Sources of Guidance and Information

Outside agencies who can offer support are:

Childline: 0800 1111 a freephone, confidential helpline for pupils and young people providing advice and support by phone and online 24 hours a day.

NSPCC: 0808 800 5000 a helpline for parents, adults and young persons for advice and support to report suspected or incidents of bullying.

Samaritans: 0330 094 5717, a helpline for advice for parents, adults and young persons.

EACH: 0808 1000 143 a freephone actionline for pupils and young people experiencing homophobic bullying - Monday to Friday 10am to 4.30pm.

Children's Legal Centre Publications

and free advice line on legal issues.

Coram Children's Legal Centre - Home

Kidscape

Has a wide range of publications for young people

parents and teachers.

There are numerous useful sites for which updated links can be found on the DfE website at

www.education.gov.uk/

ChildNet International: Specialist resources for young people to raise awareness of online safety and how to protect themselves

Childnet — Online safety for young people

Internet Safety 1.0: The UK Council for Internet Safety (UKCCIS) has produced universal guidelines for providers on keeping pupils safe online

Useful reading:

• 'Bullying; Wise Guide' by Michele Elliott

• 'Don't Pick on Me: How to Handle Bullying' by Rosemary Stone 'Your child bullying' by J Alexander

• '101 Ways to deal with bullying' – a guide for parents, by M Elliott 'Keeping Safe: A practical guide to talking with pupils, by Kidscape 'Helping pupils cope with bullying' by S Lawchild

• 'Confident pupils: a parents' guide to helping pupils feel good', G Lindenfield 'Bullying and how to fight

it: A Guide for families', by A Mellor

- 'Fighting, teasing and bullying: Simple and effective ways to help your child', by J Pearce
- 'The bullying problem: How to deal with difficult pupils, by A Train