



## **ANTI BULLYING POLICY**

**Les Ateliers  
60 Clancarty Road  
SW6 3AA London**

## **Anti-Bullying Policy - Les Ateliers**

**This policy was originally written on 1<sup>st</sup> September 2013, reviewed by trustees in September 2014, 2015, 2016, 2017 and 2018.**

**The policy is to be reviewed by the Trustees by September 2019.**

**Ce document est disponible en français sur demande.**

Bullying is an unacceptable form of behaviour which can result in considerable distress to the victim. It is not to be tolerated and will be acted upon.

Any pupil who is being bullied can talk to any member of staff, although the atelier teacher may be best placed in the first instance to deal with the problem. The same applies to a pupil who believes that another pupil is being bullied.

The member of staff approached should always listen, with the proviso that it will be necessary to pass on the information to the atelier administrators and/or the Trustees.

The bullied child should be reassured that he or she will receive the help and support of the staff, and that the issue will be addressed.

The problem should be raised with the bully, asking them for their point of view, and also trying to help them to see the other point of view. Strategies should then be discussed which will enable the bully to avoid those situations which lead to the bullying. It should be made clear to the bully that it is their behaviour which is disapproved of and not them as a person.

In serious cases of bullying the peer group should be made aware of the problem and of their collective responsibility both to support the bullied child and to discourage bullying behaviour. Should the bullying continue, the pupil bullying may be suspended.

To allow or condone bullying may lead to consideration under the child protection procedures.

### **What pupils should do if they need advice or wish to discuss a problem**

You should usually talk to your teacher or the Ateliers administrators.

You should bear in mind that, while some matters can remain confidential, there are others which the person you speak to will be obliged to report to their line manager. The person to whom you choose to speak to will make you aware of this at the time.

## **WHAT MAY CONSTITUTE BULLYING**

### **Things to look out for**

- Name Calling
- Dirty Looks
- Personal Insults
- Being left out from groups
- Being the butt of constant jokes
- Racial Insults
- Family Insults
- Sexist Insults
- Hitting
- Pushing
- Touching
- Being Hurt
- Cyber Bullying
- Destruction or removal of possessions without permission

## HOW TO PUT OFF A BULLY?

### SOME THINGS TO DO IF YOU ARE BEING BULLIED!

- Try not to show you are upset – which is difficult
- Tell yourself that you do not deserve to be bullied
- Tell an adult that you trust
- Get friends together and say **NO** to the bully
- Try to ignore the bully
- Fighting back may be worse. If you decide to fight back, talk to an adult
- If you are different in some way, be proud of it!
- It is good to be an individual
- Stay with people, even if they are not your friends, there is safety in numbers
- Try being assertive shout loudly. (Practise in front of the mirror to gain confidence)
- If you are in danger, get away. Do not fight to keep possessions
- Walk quickly and confidently even if you do not feel that way inside. Practise!
- Try to be careful about what you may say to other pupils, they may make personal remarks and they may not see the funny side of your remarks

This policy was adopted by:	Date:
To be reviewed: <b>September 2019</b>	Signed: