



## Anti- Bullying Policy

Academic Year: 2026–2027

### 1. Aims

Queen Elizabeth's School, Gurugram is committed to providing a friendly and safe environment for all children, students and members of the Elizabethan community. Students have the right to learn and develop in a supportive and secure atmosphere and realise their full potential. We aim to promote thoughtfulness towards and respect for others, and to this end all members of the School community have a responsibility to promote an atmosphere where bullying is actively discouraged and deemed unacceptable.

The School strives to acknowledge and reward good behaviour and deal promptly and firmly with inappropriate behaviour towards others. The School's positive behaviour management system aims to create conditions for an orderly community in which there is mutual respect between all its members.

We also aim to generate a climate of trust where students are confident in reporting incidents of bullying. Students should understand that withholding information protects bullies and allows them to continue their behaviour. Students and parents should be assured that they will be supported when bullying is reported.

Our aim is to teach our students to behave well and to foster good attitudes. We believe that a fulfilled adult life is founded on good character as much as on the best academic qualifications, and our major aim is to teach students to be responsible for their actions.

## 2. What is bullying?

Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group, either physically or emotionally. It is not restricted to an action of a student against another student, and it can be perpetrated by or against anyone in the School community. This includes bullying by students of adults and by adults of students.

Bullying can take many forms and some of the ways in which it can be manifested are:

- **Physical:** e.g. hitting, kicking, physical intimidation or taking another's belongings.
- **Verbal:** e.g. name-calling, offensive remarks; using pejorative language about someone's identity or perceived identity.
- **Non-verbal:** e.g. offensive gestures or offensive remarks transmitted on paper, electronically or otherwise.
- **Emotional:** e.g. being unfriendly, coercing, tormenting and threatening. Exclusion: e.g. systematic exclusion or isolation of others.
- **Cyber-bullying:** e.g. sending threatening or unkind electronic messages; sharing images (real or produced) to cause distress; or posting derogatory remarks about another person on social media.

Technology is a part of our daily lives, but it has also provided a new medium for bullying. Cyber-bullying can happen at any time of the day or night and there is potentially a much larger audience for unacceptable behaviour.

Cyber-bullying can include sending offensive or threatening messages, via mediums such as email, text or instant messaging services, to, or about, another person. It may also include posting derogatory or offensive remarks on social networking sites or online blogs; taking, manipulating and/or posting photographs online or sending them via social media; or posing as another person online.

It is illegal for a person to send an electronic communication to another person with the intent to cause distress or anxiety or to send an electronic communication with a message which is indecent or grossly offensive, is a threat or is information that is known or believed to be false by the sender. As such, the School cannot and will not tolerate any form of cyber-bullying.

Awareness of cyber-bullying and staying safe online is covered through the Personal Development Time programme.

Bullying may occur for many reasons. It is often motivated by bias or misunderstanding related to individual differences, such as nationality, cultural background, gender, religion, appearance, ability or family circumstances. Bullying may also arise from real or perceived differences between individuals. Queen Elizabeth's School, Gurugram is committed to ensuring that all forms of bullying, regardless of the reason, are addressed decisively and in accordance with the School's values of respect, inclusion and responsibility.

Bullying is not limited to incidents on the School campus. Any reported cases occurring outside of School or online will be treated with the same seriousness as those within School grounds and will be investigated in line with this policy.

### 3. Discrimination

Bullying of a member of the School community will not be tolerated, nor will any form of discrimination based on any grounds. For this policy, racism includes prejudice towards religious faiths and ethnic groups.

#### 4. Anti-bullying Statement

The School does not tolerate bullying of any kind.

Bullying, in whatever form, can have a debilitating effect on the victim and cause them to lose confidence or feel threatened or vulnerable. No member of the School community should bully or harass any other person.

All those who work at or are taught at the School are to be always treated with dignity and respect.

Any incidents of bullying will be treated as an extremely serious infringement of School policy and will be met with severe disciplinary action. A serious incident of bullying may lead to those students involved being suspended for a fixed period of time or excluded permanently.

#### 5. Prevention of Bullying at the School

The School seeks to minimise the occurrence of bullying and ensure that incidents are dealt with appropriately. The following measures have been put in place to help achieve this:

- Encouraging a culture in which students and staff feel comfortable sharing their concerns confidentially.
- Assemblies and tutoring sessions to make all students aware of the School's policy on bullying and to reinforce both the importance of positive relationships and online safety.
- The personal development time curriculum actively promotes British values of equality, diversity, inclusion and respect for others.

- Guest speakers are used to share their insights and experiences and positively represent those with characteristics protected under our equal opportunities policy, aiding students' understanding of key issues and fostering good relations.
- The pastoral curriculum addresses key societal issues and is kept under constant review so as to be responsive (e.g. with tackling racial injustice and sexual harassment).
- Student leadership is enabled and supported in order that a positive example can be set for younger students, with equality, diversity and inclusion prefects appointed within the vice-captain team.
- Clubs and societies celebrate different cultures and identities and should be open and welcoming to students.
- Social action and academic partnerships with local girls' schools provide students with the opportunity and experience of working collaboratively alongside girls and young women.
- All members of the School community are expected to exercise self-discipline and behave in a courteous and respectful manner towards others.
- Active bystander training undertaken by students to equip them to safely and appropriately intervene to prevent bullying or discrimination and to support the victim.
- Information resources and training opportunities for students and parents regarding online safety and technology use.
- Play areas are segregated by age, whilst lunch and bus queues are supervised by staff and/or prefects.
- The School liaises with primary schools to identify potentially vulnerable students at an early stage.
- All members of staff are equipped to deal with any incidents of bullying that are reported by students, aided by training through their induction process.
- High priority is given to the continuity of pastoral care throughout the School. This enables tutors to really get to know their form and build up a relationship of trust which will, in turn, help them identify early signs of anti-social or bullying behaviour.

- Form tutors and members of the senior leadership team meet with students on a regular basis for one-to-one bespoke pastoral checks. This provides teaching staff with an opportunity to get to know the students in more depth and thereby enables them to detect any signs that bullying is occurring, whether as a victim or perpetrator.
  - All incidents of bullying are logged and reviewed by senior staff. Where bullying leads to a suspension or permanent exclusion, this is reported to the Governing Body, which monitors student discipline and progress towards the School's equality objectives.
  - Senior students are encouraged to act as role models for those who need support. A peer mentoring system led by senior students is in place for those for whom support from an older student is considered the most suitable input.
  - All students are encouraged to take responsibility for reporting incidents of bullying to a staff member or senior student without fear of retribution or ridicule.
  - Clear channels for parents to report concerns about alleged bullying. These are explained to parents at least once a year.
  - One-to-one support is available for students when a Year Head decides it is appropriate, and a special educational needs coordinator is available to facilitate this where students have a special educational need or disability.
- Familiarisation with the School's bullying policy and information and communication technology policies is part of the routine induction of all new staff members and is revisited during staff training and development.

## 6. Procedures for dealing with Bullying

- Students who have been bullied (or think they might be being bullied) should report this to their Form Tutor or Head of Year, with assistance as required from a parent, fellow student or another member of staff.
- Parents who have concerns about bullying should contact the relevant Form Tutor or Head of Year in the first instance.

- When an incident of bullying is reported or discovered it will be dealt with immediately by a senior member of staff or Head of Year in conjunction with the Form Tutor following the principles in the pupil misconduct policy. The alleged victim will be treated sympathetically at all times.
- The School will promote the safety and security of the individual students involved. There are various strategies that may be employed when a case of bullying is reported, and these will vary depending on the nature and seriousness of the bullying as well as the particular circumstances of each instance. The parents of an alleged victim will be contacted by the Head of Year and, where appropriate, a meeting arranged.
- A serious incident of bullying may lead to those involved being suspended from School for a fixed period or excluded permanently. Where a pattern of bad behaviour has emerged, then the exclusion may be permanent. In all cases, the parents of a student accused of bullying will be required to visit the School to discuss the matter and to undertake to support the School's strong line on bullying.
- The School will also consider the motivations behind bullying behaviour and whether the student engaging in bullying may need additional support themselves.
- Whatever decisions are taken, the School will continue to monitor the situation and offer on-going support to the victim (and the perpetrator, if needed), for example with support from the School counsellor.
- The School will keep records of all meetings and decisions taken to help identify emerging patterns of behaviour and to take appropriate action when necessary.
- Where appropriate, the School will consider if there is a need to report the bullying as a safeguarding or criminal law issue.

## 7 Promoting this Policy

It is important that everyone in the School community is aware of and abides by this policy. Therefore:

- Students are encouraged to be supportive of each other and reminded of the School's attitude to bullying at assemblies and by their Form Tutors;
- Staff are kept informed through induction programmes for new staff and during staff training and development.

Parents are informed on tours (where appropriate), in the School's prospectus, in our Parent Agreement and at our annual briefing meetings.

## 8. Responsibility for this Policy

The Principal has overall responsibility for this policy, supported by the Deputy Head (Pastoral). If any person is concerned that the School has not effectively addressed bullying, they should refer to the School's complaints procedure so that the concerns can be fully addressed.