



## Anti-bullying Policy

Harrow Nanning is committed to the safeguarding and promotion of the welfare of children and has a zero tolerance to bullying in HNN, both among students and staff.

Harrow Nanning defines bullying as “ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behaviour that intends to cause physical, social and/or psychological harm”.

It can involve an individual or a group misusing their power, or perceived power, over one or more people who feel unable to stop it from happening. Bullying can happen in person or online, via various digital platforms and devices and it can be obvious (overt) or hidden (covert). Bullying behaviour is repeated, or has the potential to be repeated, over time (for example, through sharing of digital records). Bullying of any form or for any reason can have immediate, medium, and long-term effects on those involved, including bystanders. Single incidents and conflict or fights between equals, whether in person or online, are not defined as bullying.

Bullying can take many forms, but the main types are:

- Physical- hitting, kicking, spitting, demanding money or belongings.
- Verbal- name calling, insults making racist, sexist, homophobic or offensive remarks.
- Indirect- excluding or ‘blanking’.
- Online (otherwise known as cyberbullying)- posting hurtful comments, resharing photos, spreading rumours online, editing photos.

### Signs that someone is being bullied

There are several reasons that someone may be bullied. It could be aimed at their appearance, personality, background, or their academic ability (both strong and weak). In some cases, the child may come forward and tell a teacher. Parents may also raise concerns and ask teachers to investigate further. In other cases, victims of bullying are tough to identify.

Signs that a student is being bullied may include:

- Under-achievement academically
- Reluctance to come into the school
- Crying easily
- Low self esteem

## 反欺凌政策

哈罗南宁致力于保护和促进儿童健康快乐的发展, 对哈罗南宁学生和教职员工的欺凌行为零容忍。

哈罗南宁将欺凌定义为“在关系中持续、故意的滥用权力, 通过重复的口头、身体和/或社会行为, 意图对别人造成身体、社交和/或心理伤害”。

欺凌行为可能涉及个人或团体滥用他们的权力, 或感知到的权力, 对一个或多个感到无法阻止和应对他们的人进行欺凌。欺凌行为可以发生在个人身上, 也可以通过各种数字平台和设备在网上发生, 它可以是明显的(公开的), 也可以是隐藏的(隐蔽的)。随着时间的推移, 欺凌行为会重复发生, 或者有可能重复发生(例如, 通过共享数字记录)。任何形式或任何原因的欺凌都可能对参与者(包括旁观者)产生直接、中期和长期的影响。当双方行为和做法都平等时发生的个别事件、冲突或争斗, 无论是面对面的还是发生在网上的, 都不能被定义为欺凌。

欺凌行为可以有多种形式, 但主要的类型是:

- 在身体上的- 殴打, 踢, 吐痰, 要求金钱或财物。
- 在语言上的- 谩骂、辱骂、种族歧视、性别歧视、恐同或攻击性言论。
- 间接- 排斥或“漠然”。
- 线上(也被称为网络欺凌)——发布伤人的评论, 转发照片, 在网上传播谣言, 编辑照片。

### 学生被欺凌的迹象

学生被欺凌可能有几个原因, 可能是针对外表、个性、背景或学术能力(强弱)。在某些情况下, 孩子可能会主动告诉老师。家长也可以提出担忧, 并要求老师进一步调查。在其他情况下, 比较难以识别被欺凌的受害者。

一个学生被欺凌的迹象:

- 成绩落后
- 不愿进入学校
- 易哭
- 自尊心低



- Sitting alone in lessons or at lunchtime
  - Spending 'free time' alone
  - Anxiety and insecurity
  - Younger students may follow staff
  - Over dependence on adult company
  - Becoming aggressive or disruptive
  - Becoming withdrawn/depressed
  - Making frequent visits to the medical room or toilet
  - Being jumpy when a cyber-message is received
  - Suffering from headaches, stomach-ache, anxiety, irritability
  - Sleeping problems.
- 一个人坐在教室上课或一个人吃午饭
  - 一个人度过自由活动时间
  - 焦虑且没有安全感
  - 年纪较小的学生喜欢跟随教职员工
  - 过度依赖成人陪伴
  - 变得具有攻击性或破坏性
  - 变得沉默寡言/抑郁
  - 经常去医务室或厕所
  - 收到网络信息时紧张不安
  - 遭受头痛、胃痛、焦虑、易怒之苦
  - 存在睡眠问题

### Dealing with Bullying at HNN

It is important to get the full picture when bullying is reported. In some cases, parents or children may refer to a one-off incident as 'bullying'. Although these cases should not be brushed aside, it is important to clarify whether the incident is an ongoing problem or a disagreement between peers.

The following steps should be taken when bullying is suspected:

- If a child or parent is reporting a claim of bullying, staff will listen carefully and make notes of frequency, perpetrators, and any patterns to the bullying. If there is any evidence (e.g., screenshot) the staff member will store them safely. This may be a class teacher or any trusted adult.
- Any report or concern should be reported firstly to the Homeroom teacher/ Tutor.
- The Homeroom teacher/ tutor investigates, speaking privately to the victim, then the accused bully and any other students involved. They may also wish to ask other teachers for their observations. The investigation in most cases will be concluded within 5 days.
- Once investigated, the homeroom teacher/ tutor has a better idea of whether bullying is taking place. If this is the case, they should alert the Executive Designated Safeguarding Lead (EDSL).
- The EDSL will take over the investigation and invite parents from both sides for a meeting. The consequences and next steps will be discussed, and a Peace Agreement will be signed by the students. EDSL
- Following this, if the perpetrator is found to be bullying again, this will result in a formal meeting with the Headmaster.

### 学校处理霸凌问题

当欺凌事件被报告时,全面了解情况是很重要的。在某些情况下,父母或孩子可能会将一次性事件称为“欺凌”。虽然这种问题也不应该被置之不理,但澄清这一事件是一个持续的问题还是同伴之间的分歧是很重要的。

当怀疑存在欺凌行为时,应采取以下步骤:

- 如果孩子或家长报告了欺凌事件,工作人员将仔细倾听并记录欺凌次数、施暴者和任何形式的欺凌。如果有任何证据(如截图),工作人员会妥善保管,交付给班主任或任何值得信任的成年人。
- 任何报告或担忧应首先报告给班主任老师/学习导师。
- 班主任/导师私下与受害者面谈并调查,然后与被指控的欺凌者和其他参与到其中的学生面谈。班主任可以向其他老师了解情况,大多数事件的调查将在5天内完成。
- 一旦调查,班主任/导师可以更好地判断是否发生过欺凌行为。如果是这种情况,他们应通知指定的安全保护主管(EDSL)。
- EDSL 指定的安全保护主管将接手调查,并邀请双方家长参加会议。讨论结果和下一步如何做,学生们将会签署一份和平协议。
- 接下来,如果欺凌者被发现再犯此类错误,将被要求出席由校长主持的整肃会议。



### Bullying in Boarding

Any incidents of bullying that occur in the Boarding House should be reported to the Designated Safeguard lead for Boarding. If the concerns only relate to boarding, it is their responsibility to carry out an investigation that is concluded within 5 days. If they find that bullying has taken place, they must report it to the EDSL and to the homeroom teachers/tutors of the students. They will then meet with the parents to decide the next steps. These might include changing boarding rooms or a temporary exclusion from boarding.

### Support for victims

Bullying can have a long-lasting effect on a child's development and can impact their confidence, trust, and social skills as an adult. Therefore, it is important that the victims of bullying receive support. This will include 1:1 time with their Homeroom teacher/ tutor, support guidance from various sources (listed below) and a closer eye from all members of staff that encounter the student. In some cases, the child may benefit from external support, such as counselling. The school will support these cases by recommending providers and allowing time out of school for these reasons.

Guidance and support for bullying can be found at 对欺凌行为的指导和支持可在以下网址找到:

<https://www.victimsupport.org.uk/you-co/types-crime/bullying/>

<https://www.bullying.co.uk/index.php/young-people/advice/introduction-to-bullying.html>

<https://www.kidscape.org.uk/advice/advice-for-young-people/dealing-with-bullying/>

Support for parents can be found at 对家长的支持可在以下网页找到:

<https://www.unicef.cn/en/how-to-talk-to-your-children-about-bullying>

### Consequences for bullying

If a child is found to have been bullying their peers, a note will be made on their school record (via Engage). Consequences will vary dependent on the severity, but can include:

- 5 Infractions issued (for all cases)
- Laptop ban
- Loss of free time
- Suspension
- Referral to outside agencies (in cases where bullying is linked to emotional issues)

Reflecting on the school values of Courage, Honour, Humility and Fellowship, there will also be support for the bully to help

### 宿舍里发生的欺凌

任何发生在寄宿公寓的欺凌事件都应报告给宿舍指定的安全保护主管。如果问题仅仅与寄宿有关, 他们有责任在5天内完成调查。如果经调查发现确实发生了欺凌事件就必须向EDSL, 即对应领域指定的安全保护主管和学生的班主任报告。然后, 他们将会与家长进行面谈, 商定处理结果, 处理结果可能包括更换住宿房间或暂时不允许住宿。

### 支持受害者

欺凌会对孩子的发展产生长期的影响, 会影响他们成年后的自信心、对他人的信任和社交技能。因此, 让受害者得到支持是很重要的。这将包括与他们的班主任老师/导师一对一的交流时间, 来自不同来源的支持指导(如下所示), 以及来自认识学生的所有工作人员的密切关注。在某些情况下, 儿童可能受益于外部支持, 如咨询。学校将通过推荐专家或相关支持人员来帮助他们, 并允许学生因这些原因离开学校。

### 欺凌的后果

如果一个孩子被发现欺凌自己的同学, 这将会通过Engage记录到他的学校档案。后果因严重程度而异, 但可包括:

- 五种违规行为(针对所有欺凌事件):
- 禁止使用笔记本电脑
- 失去自由玩耍时间
- 停课
- 转介到外部机构(在欺凌与情感问题有关的情况下)

考虑到学校的勇气、荣誉、谦和和互助的价值观, 学校也会给予欺凌者一些改正的机会, 帮助他们





them reflect on their behaviour. This will include mentoring, whole class discussions about effects of bullying and role plays to develop empathy. Furthermore, they should be encouraged to make amends, by apologising or doing something nice for the victim.

### Preventing Bullying at HNN

There is zero tolerance to bullying in HNN, both among students and staff. To educate the students about bullying, they will receive regular sessions in PSHEE about this topic. The PSHEE lead teacher will ensure that suitable planning and resources are shared with each grade level. School assemblies will also reinforce the message that bullying is not right. There will be posters displayed on the corridors to encourage the correct behaviour of children. Furthermore, there will be a confidential box where people can post any concerns that they have about bullying, whether it is about themselves or others. This will be checked by the PSHEE Lead teacher every two days.

反思自己的行为。这将包括指导、课堂讨论欺凌的影响, 角色扮演以培养, 此外, 应该鼓励他们通过道歉或为受害者做些好事来弥补。

### 哈罗南宁防止欺凌行为

哈罗南宁对学生和教职人员之间的欺凌是零容忍的。为了对学生进行有关欺凌的教育, 他们将定期在PSHEE上接受这个话题的培训。PSHEE的领导教师将确保每个年级共享合适的规划和资源。学校集会也将强调欺凌是不对的。我们会在走廊上张贴海报, 鼓励孩子们端正行为。此外, 还会有一个保密的盒子, 人们可以在里面发布他们对欺凌的任何担忧, 无论是关于他们自己还是其他人。这将由PSHEE的领导老师每两天检查一次。



The Stop Bullying Box