

# STUDENT POLICIES

## ANTI-BULLYING POLICY

As a student at QEGS, you are entitled to feel safe and secure within the academy environment and on your way to and from the academy. Being happy in the academy is very important for your wellbeing, so you should not have to put up with other people threatening or frightening you with their words or actions.

If you feel that someone is being unreasonable or unpleasant to you, or you feel unhappy or worried about something, then you should talk to a teacher or other adult about it so he/she can help you sort it out. We always encourage you to do this.

We understand if you feel that you cannot talk to a teacher in every case, but there are other ways that you could let someone know about your worries or problems.

You can:

- Talk to a member of the non-teaching staff – a dinner supervisor or someone on the office staff.
- Talk to our Welfare Assistant.
- Leave a letter in one of your exercise books for a teacher whom you trust to find.
- Talk to a friend whom you trust who could, perhaps, speak to a teacher on your behalf.
- Talk to your parents who may then be able to talk to your Form Tutor, Progress Leader or senior member of staff.
- Talk to someone who is sympathetic and who may be able to act on your behalf.
- Use the 'Report It' Intranet link to inform your Progress Leader.

Please do not think that it is wrong to tell someone if you are worried or unhappy at QEGS, or are made to feel frightened or miserable by the things other children say and do to you. Your help is important if we are to prevent bullying and other unpleasant behaviour between students, so we need to know from you whether you are being treated unfairly in some way, or whether you know of, or have witnessed, other children being treated unfairly.

We want your time at QEGS to be a happy one and this is why we will always encourage you to tell someone if something is wrong. If you play your part in making sure you do not say and do things to hurt other people, then we hope other people will do their best to make sure they do not say or do things to hurt you.

It is a two way process, so think about it – you need not only to care about yourself, but also to care about others, so that they in turn will care about you.