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Anti-Bullying Policy

SCHOOL DEFINITION OF BULLYING BEHAVIOUR (including racist, sexist and homophobic bullying)

Bullying is:

- Deliberately hurtful (including aggression)
- Repeated over a period of time
- Difficult for victims to defend themselves against

The three main types are physical, verbal and indirect. Name calling is the most common direct form. Students may be called names because of their ethnic origin, nationality or colour, sexual orientation or some form of disability.

It is not bullying when:

- There is no intention to hurt or harm i.e. behaviour is thoughtless or accidental
- There is a one-off fight/argument between pupils of equal stature or strength
- There is a good reason why others cannot be included in a group activity
- A pupil is called a nickname with which they are happy

As an Anti – Bullying School, we view any action taken by a student against another student, which makes an individual feel powerless, afraid or victimised, to constitute unacceptable behaviour. In addition, to enable all students to feel valued and self – confident anti-bullying strategies must be of the highest priority throughout the school.

AIMS AND OBJECTIVES OF THE POLICY

- To create a secure and happy environment which enables all students to develop both socially and emotionally. To create an open ethos where all pupils feel safe to report bullying.
- To inform parents / guardians of what, how or why bullying is taking place and to give advice as to their actions.

- To ensure all staff and students are aware of the reporting procedures in place and to create a general feeling of zero tolerance towards bullying behaviour in the school community. To support staff with appropriate training in relation to bullying behaviour.

LIMITS OF THE POLICY

Where bullying occurs in school and on school trips, etc. the policy will be applied. If bullying takes place out of school, but there is a school connection, e.g. both are students, the school will, if it is within their powers, take action. If bullying takes place out of school and there is no school connection, the policy cannot be invoked but the school may offer support.

RESPONDING TO BULLYING BEHAVIOUR

A) PROCEDURES FOR RECORDING AND REPORTING BULLYING

All Staff:

- Staff will record all incidents or reports of bullying (see the Bullying Concern & Incident forms on the S Drive, in the staff room and in College Offices).
- All incidents or reports will be given to the appropriate College Mentor or College Care Leader/ College Leader who will deal with the matter.
- A copy of the concern / incident sheet will then be filed in each of the students' files with statements on the formal statement sheet, placed in the Bully Log in the relevant College Offices and logged on SIMS by the College Care Leader.
- Parents will be notified and the appropriate support offered.

Students:

- Students will be made aware of the school's Anti-Bullying policy and procedures in assemblies, mentor time and across the Curriculum. A designated page is allotted in the student planner (from September 2010). A flow chart of reporting procedures is displayed in all classrooms (from October 2009). Advice leaflets are available to all students and parents and are published on the school website (from October 2009).
- Students will talk to any member of the school community they feel comfortable with including :
 - Their College Mentor

- Their College Care Leader
 - Their College Leader
 - Peer Mentors (from March 2011)
 - College Prefects (from October 2009)
 - School Nurse
 - Non-teaching staff and Welfare assistants
 - Child Protection Officers (see posters)
- Students are encouraged to raise their concerns in College Team Sessions.

Parents:

Parents will contact their child's College Mentor/ College Care Leader/ College Leader immediately if they have concerns over bullying behaviour. Students and parents may also report incidents to the school via the Anti-Bullying E-mail address (see our website, October 2009)

B) PROCEDURES FOR DEALING WITH INCIDENTS:

- The main priority for all staff is the welfare of the child.
- Staff will fill in the Bullying Concern / Incident Form and pass to the relevant College Mentor/ College Care Leader / College Leader. Investigations will be made by College Care Leaders and parents will be contacted and kept informed.
- Students will be given the option of the following support as appropriate: withdrawal, measures for safe transport home, reassurance, next day re admittance meeting, appropriate sanctions.

Follow up:

- A complete review, follow up and monitoring with regular parent & student – school contact will take place with the relevant College Care Leader/ College Leader.
- Cases are only closed in agreement with school, parents and students. All meetings and correspondence should be recorded and filed.
- Full investigations will be followed by the appropriate sanction in line with the school behaviour policy. This will be supported where appropriate by future Behaviour contracts and / or BMPs & PSPs and CAF where appropriate.
- Parental support will be offered where appropriate including family counselling and parenting courses.

- Welfare staff, administrative staff and any other adult in the school who is aware of, or is made aware of, any bullying behaviour will contact the appropriate College Mentor, College Care Leader / College Leader immediately.

C) PROCEDURES FOR DEALING WITH COMPLAINTS

If parents have any concerns about the way the school is dealing with an on-going issue, parents will make their concerns known to the Head. The school policy is available on request. Information regarding the Anti-Bullying Policy will be given to parents at the transfer of students from Key Stage 2 to Key Stage 3 and to any new students.

D) SUPPORTIVE MEASURES FOR STUDENTS, PARENTS, STAFF

- In order to support young people, we have the following facilities available. The appropriate support will be offered dependant on the individual circumstances.
- College Care Leaders and College Leaders may offer one or more of the following: Butterfly Project, Relate, etc. as appropriate.
- Students also have access to: the School Nurse, the Butterfly project, Officers and Peer Mentors as appropriate.
- The school will offer support to the parents of any child who is experiencing difficulties with and / or using bullying behaviour. Communication between staff, parents and students including the use of reporting forms, text, e-mail, letters, meetings and phone and phone calls will be maintained consistently and thoroughly.
- Every effort will be made, not only to support the victim but to enable the perpetrator to change their pattern of behaviour.

All school staff will receive regular training to support delivery of this policy.

E) SANCTIONS

Sanctions will be in line with school behaviour policy and will include the use of external agencies where appropriate including the police (GRIP), EWS, Anger Management work and LEMS.

PREVENTATIVE MEASURES

The school seeks to prevent bullying behaviour through the following:

- Whole school posters are prominent around the school including flow charts to indicate the process students will go through in order to report bullying behaviour.
- Thorough monitoring of the Anti-Bullying process will take place both half termly and termly (see Monitoring section).
- A whole school awareness is created through the delivery of: assemblies, tutor activities, Anti-Bullying weeks and cross curricular activities.
- The appointment of Peer Mentors & Officers enables students to have a broad range of students to talk to.
- The half termly analysis of supervision and duty areas includes the monitoring of staff arriving punctually to lessons and duty, the re-mapping of the school hot spots and updates from welfare staff regarding problem areas.

INTERVENTION STRATEGIES

Intervention will be dependent upon the level of seriousness of the incident and the school employs a variety of interventions. Some are conducted by school staff, others may involve outside agency support being brought in, e.g. educational inclusion team, Educational Welfare services, etc. depending on the child's needs.

IMPLEMENTATION OF THE POLICY

The whole school community will be made aware of the policy through: Assemblies, the School Prospectus, Student Planners, the School Website, training for new and existing staff and parent leaflets.

MONITORING THE ANTI – BULLYING POLICY

- The Anti – Bullying Working Party including staff, governors, students and parents meets regularly and will carry out termly audits / surveys of specific areas of effectiveness.
- Questionnaires and surveys will be carried out on a regular basis including the PASS questionnaire and the Lancashire PAQ.
- The numbers of entries in the College Bully Logs by the relevant College Leaders are monitored half termly.
- Monitoring of the following will take place monthly by the College Care Leaders: Incident and Concern forms entered on SIMS, parent complaints / concerns by College Offices.
- Monitoring of the following will take place termly by the College Care Leaders via the study of the data provided by the information on SIMS and the Bully Logs: patterns and numbers of incidents based on : year groups, boy / girl incidents, racial, sexist and homophobic incidents.
- There will be feedback to Governors on a termly basis by the Designated Child Protection Officer

EVALUATING THE PROCESS

The school will systematically evaluate specific areas of the policy and their effectiveness. We will also review staff procedures to ensure measures are workable and sustainable. There will be an on-going evaluation of procedures.

LINKED POLICIES

Behaviour for Learning (includes e-safety)

REVIEW DATE

September 2017