Anti-Bullying Policy

Anti-Bullying Policy

Expectations

1   Statement of Policy

It is the policy of the Academy that all students are able to learn and develop their potential and all members of the Academy community can work, learn and develop without intimidation, fear, prejudice or bullying.

2   Key Principles

The key principles of the policy include:

- A clear definition of bullying for the whole Academy community
- To foster respect of oneself, and other staff and stakeholders of the Academy
- To support the development of all students' attitude and attainment
- To ensure all students feel valued and never threatened ensuring progress in all students' attainment, attitude and social, moral, spiritual and cultural development
- That staff, parents and students are clear about the support and sanctions the Academy will utilise to ensure that any form of bullying is eradicated
- That it is the responsibility of the Academy community to eradicate all forms of bullying.

3   Other Policies

3.1   This policy should be read in conjunction with the following:

- Behaviour Management Policy
- Safeguarding & Child Protection Policy
- Internet Use Policy

4   Definition of Bullying

For the purpose of this policy;

- "Behaviour by an individual or group, **repeated** over time that intentionally hurts another individual or group either physically or emotionally"
- In conjunction with the Academy's student voice a student friendly definition may be used in literature and learning for younger year groups, such as; "Causing others harm on purpose, **a number of times**, when they are less able to defend themselves"

4.1   Bullying is therefore:

- Deliberately hurtful
- Repeated often over a period of time
- Difficult for victims to defend themselves against, mentally or physically

4.1.1   It can take many forms but the main types are:

- Physical - hitting, kicking, and taking belongings
- Verbal – name calling, insulting, making offensive remarks
- Indirect – spreading nasty stories about someone, exclusion from social groups, being made the subject of malicious rumours, sending malicious e mails or text messages on mobile phones
- Cyber-bullying, aggression using electronic forms of contact such as e-mail, text, chat rooms, social network, on-line gaming
- Coercion - forcing somebody to do something they do not want to do

4.1.2   Some forms of bullying are attacks not only on the individual but also on the group, to which he or she may belong. Within the Academy we will pay particular attention and respond appropriately to:

- Racial harassment and racist bullying
- Bullying based on religion or culture
- Bullying based on gender (sexist or sexual bullying) or sexual orientation
- Bullying based upon home circumstance e.g. young carers
- Bullying of students who have special educational needs or disabilities
- Bullying and intimidation of staff by students, parents/carers and staff

Bullying is not, therefore, the outcome of a spontaneously aggressive act of one individual upon another. Both the types of bullying and bullying based upon protected characteristics forms the basis of educating students, staff and parents on bullying issues including an understanding of key features of the Equality Act 2010:

> "To eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act"
> "To advance equality of opportunity between people who share a protected characteristic and people who do not share it"
> "To foster good relations between people who share a protected characteristic and people who do not share it"

Overall Aims

- Ensure all students are included fully in the life of the Academy
- To provide a learning environment, free from any threat or fear
- To reduce and eradicate, wherever possible, instances in which students are made to feel frightened, excluded or unhappy
- To reduce and eradicate, wherever possible, instances in which students are subject to any form of bullying
- To establish a means to deal with bullying and of providing support to students who have been bullied
- To ensure that all students and staff are aware of the Anti-Bullying Policy and that they fulfill their obligations to it
- To provide all students with the opportunities to understand and support the eradication of all types of bullying
- To provide all students with an understanding of all prejudice based bullying and bullying based upon protected characteristics
- To promote positive relationships between all
- To extend its responsibility to protect its stakeholders from any form of bullying
- To aim to eradicate all types of bullying
- Aims to meet any legal obligations which rest with the Academy

5.1   Responsibilities

- This policy applies to all staff and students, whether temporarily or permanently on the Academy roll
- All staff, all students and their parents/carers have an active part to play in the development and maintenance of the policy and its success
- The Directors may ask for briefings on bullying in the Academy and may require reports on the operation of this policy
- All staff have a responsibility to accurately record, report and respond to all forms of bullying

6   The Prevention of Bullying

It is the responsibility of the whole Academy community to aim to eradicate all forms of bullying.

6.1   Creating a supportive ethos and positive climate for learning;

The Academy will work to prevent bullying and foster positive relationships for all members of the Academy, its stakeholders and the wider community by ensuring;

- That education on diversity, SMSC and all aspects of bullying and respect are integral to the Pastoral programme including PSHE and Character Education lessons, assembly programme and pastoral awards
- That aspects of social, moral, spiritual and cultural development are an integral part of all areas of the Academy
- That celebrating diversity will run through all aspects of Academy life
- That support and education on anti-bullying extends to parents/carers
- That the behaviour policies and structures are based upon respect for all
- That all students have a greater understanding of bullying as an issue and anti-bullying procedures
- Dedicated teams are focused on driving forward strategy to eradicate all forms of bullying
- The Academy will focus on the celebration of success in all areas and at all levels to promote positive ethos

6.1.1   Staff will support by:

- Being aware of anti-bullying procedures
- Reinforcing the message that all forms of bullying are unacceptable
- Supporting students to increase their knowledge of anti-bullying procedures and bullying as an issue
- Ensuring that respectful behavior is modeled at all times
- Challenging and reporting any behaviour which can be construed as discriminatory or bullying
- Completing duties with particular vigilance in the dining areas, corridors, outdoor areas and around the Academy site
- Being aware of dates and locations to enable effective use of CCTV
- Understanding what constitutes bullying as opposed to other events such as arguments or a fall out between friends
- Organising restorative practice meetings to resolve bullying issues. These meetings will involve the Academy linked PCSO where appropriate

6.1.2   Students should support by:

- Showing respect at all times
- Ensuring that students report all instances of bullying or discrimination
- Offering to take part in the Academy's peer mentoring scheme or by becoming anti-bullying ambassadors
- Leading Peer mentor led drop-ins for students to gain further knowledge about bullying related issues
- Understanding what constitutes bullying as opposed to other events such as arguments or a fall out between friends

6.1.3 Parents can help by ensuring that they:

- Use communication and literature to be aware of the Academy's Anti-Bullying Policy
- Promote good relations and an anti-bullying message in the home
- Use Academy channels to communicate and feedback on the Academy's Anti-bullying Policy
- Support the Academy in its efforts to eradicate bullying and support victims of bullying
- Support the Academy by providing any information on bullying, in particular cyber-bullying
- Helping to establish an anti-bullying culture
- Understanding what constitutes bullying as opposed to other events such as arguments or a fall out between friends

7 Recording and reporting occurrences of bullying

7.1 Students reporting bullying

- Should always report suspected cases of bullying whether a victim, witness or supportive friend
- Students should inform staff immediately
- Students should report the facts as they know them and try to recall times and location and other students involved or who may act as a witness
- Where electronic evidence is available students should save the evidence to help the Academy investigate thoroughly

7.1.1 Parents/carers reporting bullying

- Should always report suspected cases of bullying through telephone or face to face contact. The Academy has an open door policy and staff will be always available to deal with concerns
- Where electronic evidence is available parents/carers should always save this evidence in order to aid staff in dealing with issues of bullying
- Prevent retaliation by their child

7.1.2 Staff reporting bullying

- Should report bullying issues to the relevant Year team recording times dates and names to aid investigation
- Should record the incident and make a confidential statement on the behaviour information system under the section bullying

- Where there exists "reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm" the information would be passed directly to the senior designated safeguarding lead or designated deputy designated safeguarding lead

7.1.3   Investigating and reporting bullying

- The member of staff responsible for investigating the incident should collect all relevant evidence which will support the investigation, following the Academy system for more serious incidents
- This evidence will include separate statements from the victim and alleged perpetrator and any witness statements
- The evidence may also include staff or parent/carer statement, CCTV footage, medical report, evidence from previous related incidents and electronic evidence
- Where no staff have been witness to the incident the investigating staff will enter the event onto the behavior information system
- The investigating staff will ensure distinction between incidents of bullying and other types of incident for example a one off "fall-out" between friends
- Year Teams utilise a 'red flag' log to record one-off incidents which can then be referred back to should issues become repeated as this provides evidence of previous actions
- Year teams will complete a daily analysis of behaviour events, summarising all key aspects of the events
- If repeated actions are investigated the Year Team and/or Senior Leadership Team will apply sanctions after recording the event in the Sirius Academy West Bullying log

7.1.4   Using the information

- All information will be used in the swift resolution to the incident and may be passed to staff dealing with the investigation or resolution of the incident
- Where victims and perpetrators have been identified parents will be informed
- Where significant harm has been caused parents/carers will be informed
- Where there exists "reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm" the information will be shared in accordance with the local Safeguarding Children's Board
- Where it is deemed that the level of bullying constitutes a criminal offence under the Protection from harassment act 1997, the Malicious Communications Act 1988, the Communications Act 2003 or the Public Order Act 1986 then assistance may be sought from the police
- With incidents of a racial or homophobic nature the Academy will involve PCSO support

8   Strategies for dealing with incidents of bullying

8.1   Sanctions and resolving the issues of those bullying

If necessary, the full range of sanctions detailed in the Academy's Behaviour Management Policy can be invoked. In dealing with incidents of bullying special considerations should be made in sensitive cases regarding special needs or family difficulties.

Each incident will be treated on merit using all available evidence however sanctions will be consistently applied based upon the magnitude, type and frequency of bullying.

These may include:

- Parental/carer engagement
- Removal from the group
- Withdrawal of break and lunchtime privileges
- Same Day Detention
- Withholding participation in Academy events that are not an essential part of the curriculum
- Use of Restorative Practice
- Internal suspension
- External suspension, fixed term or permanent (this will depend on the severity or frequency of the bullying)
- Police involvement
- Resolution involving the Police Community Support Officer (PCSO)
- Referral to the Academy's alternative provision team for individualised strategies

Where bullying persists the level of the use of sanctions will increase. Each event would be dealt with on the merits of that particular case but with regard for evidence of previous incidents relating to the investigation.

8.1.1   Educating those bullying others

These strategies will include:

- For those bullying with a prejudice-driven motive, they will also attend compulsory resolution involving the PCSO. In certain circumstances this may also include parents/carers
- A level of formal apology to the victims

In addition, these strategies may include:

- Resolution meetings which may involve PCSO and/or parents/carers of victim and perpetrators
- Student resolution meetings between all parties
- Referral to external agencies, including the school nurse or involvement programmes ran in the Academy to support student behaviour

8.1.2 Work with students who have been bullied will involve:

- Referrals to Head of Year, where students will be offered regular contact via check-ins and also contact with parents/carers. The aim will be to re-assure and support victims emotionally during a set period which may be extended depending on need
- Possible work with the academy's **peer mentors or anti-bullying ambassadors**. (Peer mentoring qualifications are offered to suitable students to support all peers within the Academy including those involved in any forms of bullying issues. Mentors offer advice and support strategies that are in place to ensure that all students have multiple layers of guidance when required.)
- Affirmation that it is right for students to let the Academy know when they are being bullied and students involved are asked to help find solutions to the problem. This encourages students to take responsibility for the emotional and social needs of others
- Reassurance that they do not deserve to be bullied and that it is not their fault
- Assurance that they were right to report the incident
- Encouragement to talk about how they feel
- Attempts to ascertain the extent of the problem
- Choices offered about how the matter may be resolved including the opportunity to meet the other students involved
- To ensure they feel safe
- Ensure strategies for being safe are discussed
- Affirm that bullying can be stopped and we will persist with intervention until it does
- Commitment to this end is sought
- To report immediately any further incidents and to discuss strategies for dealing with any further incident
- Where the incident involves large groups it may be necessary to address the wider group on the need for vigilance and team work. This may be through assembly to a house group, to a year group or to a particular team, group or class

All reports of bullying are taken seriously and followed up. Every effort is made to resolve the problem as quickly as possible. Due to the distress caused the emphasis is also on communication and supporting parent/carers through the process.

9   Any or all of the strategies may be put into place by any of the following:

- Year Teams
- Senior Leadership Team
- Behaviour and Inclusion support teams

10   Bullying away from the Academy site

10.1   The Academy has limited powers outside of school involving bullying. It will however use all of the powers made available to it when dealing with individual circumstances. All parties must be realistic about the Academy's powers. The Head of School and Senior Leadership Team will act upon bullying within granted powers outside of the Academy bounds.

Individual situations can be dealt with as per the policy, though it may also include:

- Increased education for students in awareness and dealing with bullying issues outside of the Academy
- Liaison with other schools
- Liaison with the transport company about bullying on buses
- Liaison with the police and community support where actions could be criminal or threatening

10.2   Parents and carers must be aware of the legal guidelines regarding young people and the use of social media. It is everyone's responsibility to keep children safe and prevent issues of concern. The diagram below states the age restrictions for the various types of social media:

11   Reporting concerns with procedure

There may be times when parents/carers feel that an incident of bullying has not been dealt with effectively. If this should occur, the following should happen:

- Parents/carers should bring it to the attention of the academy's leadership team
- The academy's leadership team tries to resolve these concerns informally
- Parents/carers may raise concerns more formally through the Academy's Complaints Procedure

12   Reviewing and evaluating the Anti-Bullying Policy

The impact of the Anti-Bullying Policy is evaluated by the following measures:

- The number of incidents that are reported are analysed on a termly and annual basis. The data is then interpreted by the pastoral team to formulate action points for the forthcoming term and year
- Daily and weekly data checks can monitor any change in prejudice driven incidents which can be responded to through tutor provision and assembly rapidly
- Investigation of patterns of absence to ensure that students are not taking unnecessary days off due to fear of being bullied
- The number of complaints and compliments received from parents will also be used to guide termly and annual planning

- All action points will lead to the review of this policy on an annual basis with the work done by staff, parents and students
- Parents/carers will be consulted on developments in anti-bullying procedure through various forms of communication. The Academy will make available to parents/carers materials to support and understand the issue of bullying and the Academy's drive to eradicate all forms of bullying

13   Key staff with responsibility for bullying prevention:

- Senior Leadership Team
- Year Leaders and Assistants

Flowchart of procedure

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┌─────────────────────────────────────────────────────┐
│   Staff discover bullying or incident reported to them │
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│        Brief notes made of events and those involved   │
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│             Incident reported to Year Leaders          │
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│   Incident investigated by Year Leaders to ascertain   │
│   nature of incident and witness statements taken      │
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┌─────────────────────────────────────────────────────┐
│   Serious incidents/multiple Year incidents passed on to │
│              Senior Leadership Team                     │
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│   Less serious incidents dealt with within the Year    │
│                     System                             │
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│           Strategy to resolve situation devised        │
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│        Parents/Carers informed and outcomes discussed  │
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│                    Action Taken                        │
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│                  Incident resolved                     │
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│        Documentation placed in relevant student file   │
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│     Incident logged in Serious Incident Log (Bullying) │
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│              Students Involved monitored               │
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