

SCALBY LEARNING TRUST

Anti-Bullying Policy

HISTORY OF DOCUMENT

Issue No.	Author	Date Written	Approved by Trustees/Governors	Comments
1	MGa	December 2016	11.1.17	

STATEMENT OF INTENT

1.1 Everyone at Scalby School has the right to feel welcome, secure and happy. Only if this is the case will all members of the school community be able to achieve their potential. Bullying of any sort prevents this from happening and obstructs equality of opportunity. Bullying of any kind is unacceptable. It is everyone's responsibility to challenge bullying and this policy contains guidelines for doing so. Our key aim is to prevent bullying by being proactive in our response to staff and student concerns.

1.2 Where bullying exists the victims must feel confident to activate Scalby's anti-bullying systems. We aim to challenge attitudes about bullying behaviour, increase understanding for bullied students and help build an anti-bullying ethos in the school. We are an anti-bullying Trust. This means that anyone who knows or suspects that bullying is happening, is expected to tell a member of staff.

1.3 The new technologies such as mobile phones and the Internet used to intimidate others is an increasing national trend. Bullying by text, e-mail or phone call often leave no physical scars but can be highly intrusive and harmful. The school will enforce strictly its policies with regard to use of mobile phones and the internet and will continue to monitor all e-communications used on the school site.

This document outlines how we make this possible at Scalby.

2. OBJECTIVES OF THIS POLICY

- All governors, teaching and non-teaching staff, students and parents should have an understanding of what bullying is.
- All governors and teaching and non-teaching staff should know what the school policy is on bullying, and follow it when bullying is reported or suspected.
- All students and parents should know what the school policy is on bullying, and what they should do if bullying arises.
- As a school we take bullying seriously. Students and parents should be assured that they will be supported when bullying is reported.

3. SCALBY SCHOOL JUNIOR LEADERSHIP TEAM STATEMENT

Everyone at Scalby is entitled to respect and courtesy. It is important that we recognise bullying in all its forms.

Putting physical or mental pressure on another student, no matter what the reason, is bullying and we must all work together to prevent it.

- We must not frighten others with threats or actions.
- We must not spread hurtful gossip about others.
- We must not be unkind and spiteful to others.
- We must treat people, and their property, with respect, at all times.
- We must do everything we can to stop bullying.

If you are being bullied tell someone who will listen and help. You can always talk to:

- A teacher or if you prefer
- any friend or relative
- Anyone in position to help (Your Mentor, Head of Year).

If you witness bullying, don't ignore it. You will be doing the right thing for the bully, the victim and yourself.

Remember, a bully is a coward who relies on not being found out.

If you are a bully, stop now – before you become an outcast.

4. WHAT IS BULLYING?

Bullying is the use of aggression with the intention of hurting another person either physically or emotionally, by intimidating or demeaning others. It is usually persistent and is often covert, and is a conscious attempt to hurt, threaten or frighten someone. Bullying results in pain and distress to the victim.

Bullying can be:

- Emotional Derogatory name calling of an insulting and/or personal nature. Demanding money, material goods or favours by means of threat or force.
- Physical pushing, kicking, hitting, punching or any use of violence because of some perceived physical, economic, sexual, intellectual, cultural or racial difference
- Racist racial taunts, graffiti, gestures
- Sexual unwanted physical contact or sexually abusive comments
- Homophobic because of, or focussing on the issue of sexuality
- Verbal name-calling, sarcasm, spreading rumours, teasing, abuse and threats. Ridiculing an individual.
- Cyber All areas of internet, such as email & internet chat room misuse. Mobile threats by text messaging & calls. Misuse of associated technology, i.e. camera & video facilities

The school works hard to ensure that all students know the difference between bullying and simply “falling out”.

5. SIGNS AND SYMPTOMS OF BULLYING

A student may display signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and should investigate if a child:

- is frightened of walking to or from school
- doesn't want to go to school on the school/public bus
- begs to be driven to school
- changes their usual routines
- is unwilling to go to school (school phobic)

- begins truanting
- becomes withdrawn, anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in school work
- comes home with clothes torn or books damaged
- has possessions go 'missing'
- asks for money or starts stealing money
- has dinner or other monies continually 'lost'
- has unexplained cuts or bruises
- comes home starving
- becomes aggressive, disruptive, unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above.

These signs and behaviours could indicate other problems, but bullying should be considered as a possibility and should be investigated.

6. ROLES AND RESPONSIBILITIES

All members of the school community have a responsibility to challenge bullying if it occurs. All staff at the school are made aware of the procedures that they should follow if an incidence of bullying is brought to their attention. The first point of contact for parents should be the student's Mentor and then the Head of Year. The Assistant Headteacher (Behaviour and Safety) has ultimate responsibility for the Anti-bullying policy alongside the Headteacher.

Staff responsibilities:

- To implement procedures to confront bullying of any form
- To listen to all parties involved in incidents
- To investigate incidents promptly and as fully as possible
- To take appropriate action and to refer to Mentor/Head of Year/SLT as appropriate
- HOY to record on the events log and in the racist/homophobia record if appropriate
- To share with parents of the victim and bully, incidents of serious and /or persistent bullying
- To promote the use of a range of learning styles and strategies which challenge bullying behaviour
- To promote open management styles which facilitate communication and consultation within the relevant academy and relevant agencies when appropriate
- To promote the use of interventions which are least intrusive and most effective.

7. ACTIONS TO PREVENT BULLYING

Prevention is better than cure so at Scalby we are vigilant for signs of bullying and always take seriously reports of bullying. We use the curriculum and other appropriate times to reinforce the ethos of the school and help students

to develop strategies that combat bullying-type behaviour. We strive to organise our community in order to minimise opportunities for bullying, for example, teacher supervision during open access. We use a variety of methods to help students prevent bullying. As and when appropriate these may include:

- Following the Consequences system
- Stonewall School Champions
- Anti-bullying Twitter campaigns
- Assemblies
- Anti-bullying week
- Internet Awareness week
- Display materials around the school by a variety of means (posters, website etc)
- Behaviour plans for individuals
- Positive achievement assemblies
- Discussions in mentor time
- Advice in student planners and help sheets
- PSCE sessions during Life lessons
- Immersion Day activities
- Referral to outside agencies
- Student surveys.

8. ACTIONS TO TACKLE BULLYING

1. All reported incidents of bullying are investigated and taken seriously. A record is kept of all incidents. If bullying includes racist or homophobic abuse, it is reported to the Assistant Headteacher.

2. The following illustrates the steps that may be taken when dealing with incidents:

- If bullying/hurtful behaviour is suspected or reported, the incident will be initially addressed by the member of staff who was witness to it and then the incident will be reported to the Head of Year.
- An account of the incident is recorded and given to the relevant investigating staff member
- This staff member interviews all concerned and will record the incident
- Mentors/class teachers are kept informed and if bullying persists, the Mentor/teacher will advise other members of staff as appropriate either verbally or in weekly confidential student information bulletins.
- Parents are kept informed as necessary
- Support systems and/or sanctions are used as appropriate and in consultation with all parties concerned.
- The parents of both bullies and victims are informed about incidents and the action taken, or to be taken, by the school. Parents are asked to support the strategies which are proposed to tackle the problem. The bully will also be reminded of the possible consequences of bullying and the sanctions imposed for repeated incidents will be clearly explained.
- Repeat incidents of bullying will be dealt with on a sliding scale, beginning with after school detentions, use of the consequences room, Internal Exclusion and Fixed term Exclusion.
- If appropriate, the students will undergo a process of reconciliation.
- Persistent bullies may be excluded from school. A monitoring tool is normally used to ensure repeated bullying does not take place. Parents are reminded regularly through letters and newsletters to inform their children that they must tell someone if they being bullied.

If a parent is concerned about bullying, they should contact the Mentor in the first instance and then the Head of Year. If a parent wishes to take the matter further they should contact the Assistant Headteacher or the Headteacher. (Please see Appendix 2 which details advice to parents)

Students are told they must report any incidence of bullying to an adult within the school, and that when another student tells them that they are being bullied, or if they see bullying taking place, it is their responsibility to report this to a member of staff. There is provision for school members to report incidents anonymously through the school email system. (please see Appendix 1 which details advice to students)

9. CYBERBULLYING

Where any form of cyber bullying (as previously defined) affects another student in the school or may bring the reputation of the school into disrepute, the school reserves the right to be involved whether the electronic material was produced within the school or outside. Further, the school will review electronic material held or accessed by any pupil in the school including their e-mail account and their mobile phone if we suspect cyber bullying is occurring. Students must be aware that some forms and levels of cyber bullying are illegal and the school will inform the police where necessary.

10. EXTERNAL AGENCY INVOLVEMENT

Where necessary we will call on outside resources to aid an investigation, or offer support to a victim and/or the bully. Such agencies include the Police, Early Intervention Team and counsellors. This will always be done in partnership with parents.

11. MONITORING AND EVALUATION

Scalby School reviews this policy annually and assesses its implementation and effectiveness. This policy is promoted and implemented throughout the school. The school also analyses student questionnaires and uses this data to inform future practice and policy.

Appendix 1 *Guidance for students*

If you are being bullied;

- Remember it is not your fault
- Try to stay calm and look as confident as you can
- Be firm and clear – look them in the eye and, if possible, tell them to stop and tell them how you feel .

After you have been bullied:

- All bullying is wrong and you do not have to stay silent about it
- Tell an adult or somebody you trust about what has happened straight away. Adults in school have a responsibility to give you help and support around bullying
- If you are scared to tell a teacher or adult on your own, ask a friend to go with you
- Keep on speaking until someone listens and does something to stop the bullying.

When you are talking to an adult about bullying be clear about;

- What has happened to you
- How often it has happened
- Who was involved
- Who saw what was happening
- Where it happened
- What you have done about it already.

If you experience bullying by mobile phone, text messages or e-mail;

- Don't retaliate or reply
- Save the evidence do not delete anything
- Make sure you tell an adult who you trust
- Contact your service provider or look at their website to see where to report incidents
- Be careful who you give your mobile phone number or e-mail address to
- Make a note of exactly when a threatening message was sent.

Useful websites

[Anti-bullying Alliance](#)

[Kidscape](#)

[Childnet](#)

[Thinkuknow](#)

[Digizen](#)

[Stonewall](#)

Appendix 2: Guidance for parents/carers

If you think your child has been bullied:

- Calmly talk with your child about his/ her experiences
- Make a note of what your child says including who was involved, how often the bullying has occurred, where it happened and what happened
- Reassure your child that he/ she has done the right thing to tell you about the bullying
- Explain to your child that should any further incidents occur he/she should report them to an adult in school immediately
- Speak to your child's Mentor.
- Explain to the Mentor the problems your child is experiencing.

When talking with members of staff about bullying:

- Try to stay calm and bear in mind that the staff member may have no idea that your child is being bullied or may have heard conflicting accounts of an incident.
- Be as specific as possible about what your child says has happened, give dates, places and names of other children involved
- Make a note of what action the school intends to take
- Ask if there is anything you can do to help your child or the school
- Stay in touch with the school and let them know if things improve as well as if problems continue.

If you are not satisfied:

- Check with the school anti-bullying policy to see if agreed procedures are being followed
- Discuss your concerns with the parent governor or other parents
- Make an appointment to discuss the matter with your child's Head of Year and keep a record of the meeting
- If this does not help write to the Headteacher explaining your concerns and what you would like to see happening
- If you require any further support then please contact the Chair of Governors.

If your child is displaying bullying behaviour towards others:

- Talk with your child and explain that what he/she is doing is unacceptable and makes other children unhappy
- Discourage other members of your family from bullying behaviour or from using aggression or force to get what they want
- Show your child how he/ she can join in with other children without bullying.
- Contact your child's Mentor and explain the problems your child is experiencing as well as discussing how you can work together to stop him/ her bullying others
- Regularly check with your child how things are going at school
- Give your child lots of praise and encouragement when he/ she is co-operative or kind to other people.

If your child is experiencing any form of cyber bullying:

- Ensure your child is careful whom they give their mobile phone number and e-mail address to
- Check exactly when a threatening message was sent and keep evidence of offending e-mails, text messages or online conversations. Do not delete messages
- If the bullying involves a pupil from school contact the school to report this.
- Contact the service provider to report the incidents
- If the cyberbullying is serious and a potential criminal offence has been committed, you should consider contacting the Police.

Useful websites

[Anti-bullying Alliance](#)

[Kidscape](#)

[Childnet](#)

[Thinkuknow](#)

[Digizen](#)

[Stonewall](#)

<http://www.ace-ed.org.uk/>

This Policy was reviewed by the Resources Committee on a 2 yearly cycle and must be signed by the Chair of Governors and Headteacher.

Policy Reviewed:	
Next Review:	
Signature of Chair of Governors:	Signature of Head Teacher:

Please ensure you complete the Equality Impact Assessment below

Equality Impact Assessment Form

1. Title of policy, project or practice being reviewed or planned

Anti-bullying

2. Outline the aims, objective and purpose of the change including any positive impacts on equalities groups.

To update the policy for Scalby learning Trust, make sure the policy matches procedures in place in school, check for any inaccurate guidance and ensure all the links included in the policy are working.

3. Which groups of people (if any) are most likely to be affected by the planned changes, positively or negatively?

As bullying can sometimes involve actions/comments relating to the protected characteristics listed in Equalities legislation, reviewing this policy can only serve to highlight them further.

4. Does, or could these changes have an adverse effect on members of an equalities group? Identifying a negative impact is not a problem, as it gives you an opportunity to remove the barrier, find a way around it, or offer an alternative.

Protected Group	Characteristics /	Yes (brief explanation)	No
Age (staff only)			X
Disability			X
Gender			X
Gender reassignment			X
Marriage / civil partnership			X
Pregnancy / maternity			X
Race / ethnicity			X
Religion / belief			X
Sexual orientation			X

5 Is there a way to modify the decision to remove or mitigate the negative impact on protected groups while still achieving this aim? How can you maximise positive outcomes and foster good relationships?

Not applicable

6 Outline the decision made and actions planned.

Not applicable