

ANTI-BULLYING POLICY

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Date Policy Initiated: September 1993

Updated in: January 2018

Review Date: February 2020

1. STATEMENT OF INTENT

We are committed to providing a caring, friendly and safe environment for all of our students so they can learn in a supportive and secure atmosphere. Bullying of any kind is unacceptable at Aldworth School. If bullying does occur, all students should be able to report incidents and know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell the staff.

2. OBJECTIVES

- 2.1**
- a) To support an ethos which is in opposition to all forms of harassment and intimidation;
 - b) To promote the safety and well being of all students within the school
 - c) To support a secure environment which is free from distractions to learning
 - d) To promote the maintenance of good discipline and order within the school
 - e) To provide a curriculum that includes programmes that build self-esteem, self confidence and responsible assertiveness
 - f) To support and promote the Every Child Matters agenda through curriculum and ethos
 - g) To ensure all staff, students and governors have an understanding of what bullying is and are familiar with the anti-bullying policy
 - h) To ensure parents understand the issue of bullying, what it is and what action to take if it affects their child

3. A DEFINITION OF BULLYING

3.1 The Government definition, adopted by Hampshire County Council is 'Behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally'.

Bullying can be:

- Racist - racial taunts, graffiti, gestures
- Sexual - unwanted physical contact or sexually abusive comments
- Sexual orientation - because of, or focussing on the issue of sexuality
- Sexist remarks or actions focused on gender
- Verbal - name-calling, sarcasm, spreading rumours, teasing
- 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

3.2 A child may indicate to parents or staff, through their behaviours that he or she is being bullied. Staff should be aware of these possible signs. Where staff see repeated or multiple symptoms, or are suspicious of student behaviours they should investigate further the possible cause.

Staff/Parents should consider if bullying is students display behaviours such as;

- frightened of walking to or from school
- doesn't want to go on the school / public bus
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant
- 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 which are damaged or "go missing"
- asks for money or starts stealing money (to pay bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous & jumpy when a cyber message is received

4. MANAGEMENT OF BULLYING INCIDENTS

In the event of a student being bullied or another student or member of staff witnessing such an incident it is vital that this does not go unchallenged or reported.

- a) The appropriate member of staff should be informed of the nature of any suspected or alleged bullying
- b) All staff must ensure that all incidents of bullying are reported to the students' tutors and Year Leader and is recorded on SIMS

- c) The Year Leader will liaise with teaching staff as necessary and will ask them to record any incident in writing and pass it to him/her
- d) The Year Leader, pastoral support, tutor or teacher will also collect written statements from all involved parties
- e) All meetings and discussions should be recorded by the relevant member of staff and collated with the other gathered information
- f) The parents of the students involved will be informed by phone and if necessary in writing by the Year Leader, pastoral support, tutor or teacher of the outcome of any investigation. Letter must be generated by the pastoral support team to ensure consistency
- g) The parents/carers of the students concerned may be asked to respond to the report or to come into school to meet with the appropriate member of staff
- h) The Year Leader, pastoral support, tutor or teacher have the right to use appropriate sanctions, in addition to routine counselling, as described in the school policy on behaviour management. Staff should however consult with the Year Leader before applying such sanctions
- i) More serious or repeated incidents should be referred to the Assistant Headteacher for KS3 or KS4 for further action particularly where the application of school policies have failed to deter the bully
- j) In the most extreme cases where intervention at Deputy Headteacher level has been unsuccessful the case will be referred to the Headteacher
- k) The Headteacher will review the paperwork collected, interview students as appropriate and speak with parents if necessary
- l) If an incident is very serious, or a student persistently bullies others, the Headteacher will issue a formal warning to the effect that any further case of bullying will result in Alternative Curriculum arrangements, exclusion, a managed move or permanent exclusion. This warning will be put in writing to the parents concerned

5. RESPONSIBILITIES AND DUTIES

5.1 The Year Leader and Teaching Staff

It is a teacher's duty to ensure the maintenance of good order and discipline among the students and to safeguard their health and safety. These are duties required to ensure the efficient conduct of the education process and also to

protect students against causing harm to themselves and more importantly to other students.

Teachers cannot reasonably be expected to see or to foresee every incident which may be described as bullying, but should use their judgement and seek support or assistance from pastoral staff, tutors or senior leadership if they need help in defining possible bullying incidents.

Teachers, Tutors and Year Leaders should investigate any incidents by;

- Talking to or interviewing students involved
- Organise and collect student statements
- Discuss the incident with other relevant staff
- Record the incident using SIMS and email if necessary
- Make the appropriate members of staff aware of the incident by use of:-
 - Meeting
 - Email
 - SIMS
- Parents should be informed of the situation and possible outcomes

Year Leaders should support teachers, tutors and other staff in making judgements and taking the appropriate action if required. This should be recorded and closed (resolved in SIMS) when sanctions or agreement are complete.

The Assistant and Deputy Headteachers

- a) The Assistant Headteacher will liaise with the appropriate Year Leaders pastoral staff to ensure that any incidents are being properly handled in accordance with the school policy
- b) Serious incidents may be referred to the Assistant Headteacher for each key stage (KS3 and KS4) for further action where the immediate actions of the school policy has failed to deter the bully. The Assistant Headteacher will consider the use of more serious approved sanctions when dealing with individual incidents
- c) A further investigation should take place to confirm initial information and all parties must be able to voice their views through face to face meetings and statements.
- d) In the most extreme cases where intervention has not resolved or deterred bullying further action and sanctions such as exclusion may be required will be considered by the Deputy Headteacher. If this is unsuccessful the Deputy Headteacher will refer the matter to the Headteacher.
- e) All information must be recorded and parents informed of the outcomes

5.2 The Headteacher

The Headteacher will promote self-discipline and proper regard for authority and encourage good behaviour and respect for others. He/she must secure an acceptable standard of behaviour and regulate the conduct of students.

The Headteacher will define the aims of the school in relation to standards of behaviour, create conditions for establishing wide agreements of those standards and how they will be achieved and ensure that the standards are consistently and fairly applied.

When dealing with specific incidents, the following procedures will be observed.

- a) The Headteacher will deal with persistent cases of bullying brought to him/her by the Deputy Headteachers;
- b) The Headteacher will review the paperwork collected, interview students as appropriate and speak with parents if necessary;
- c) If an incident is very serious, or a student persistently bullies others, the Headteacher will issue a formal warning to the effect that any further case of bullying will result in automatic exclusion. This warning will be put in writing to the parents concerned;
- d) Alternative provision may be put in place if a student persists in bullying others. This could involve a managed move or even permanent exclusion.

5.3 The Governing Body

The Governing Body will ensure that it develops appropriate policies designed to combat bullying and ensure that the Headteacher acts in accordance with them and has regard to any particular guidance offered by the Governing Body.

The Governors will take steps to ensure that students and their parents are aware of their policies and they will ensure that appropriate provisions are made within the college to deal with particular incidents of bullying.

Through the medium of the Governors' Education and Strategic Planning Committee, Governors will ensure that the curriculum is used as a means of combating bullying particularly with regard to the social education scheme of work.

The Governors will also set up procedures for dealing with specific complaints from parents.

5.4 Outside Agencies

The school will seek support from outside agencies such as the Police, Children's Services, CAMHS, The Early Help Hub and the Educational Welfare Service to assist them in combating bullying where it is appropriate.

5.5 Parents

Effective liaison with parents is vital to tackle bullying successfully. The parent is expected to take an active interest in their child's welfare. When a parent believes that their child is being bullied they should:-

- a) Talk to their child and investigate the issues which may have led to bullying
- b) Inform the school. The Tutor or Year Leader is the best person to talk to
- c) Make an appointment to meet with the Tutor or Year Leader and discuss the issues fully. Assist in the development of a resolution or strategy
- d) Keep records or notes if bullying persists but do not encourage your child to hit back or seek revenge. It can take time for the college to investigate, gather all the information and for young people to deal with their emotions
- e) Feedback to the school of outcomes of any intervention that may have occurred
- f) The Tutor or Year Leader will be monitoring the situation following your meeting
- g) If you remain unhappy you may ask to speak to the Assistant Headteacher or Deputy Headteacher for the relevant key stage to discuss the situation further
- h) Keep informed of the latest information and advice by contacting, visiting or looking online at one of the support organisations or agencies:-

YPI (Young People's Information)

The Orchard

White Hart Lane

Basingstoke, RG21 4AF

01256 423878 or 0800 910 1822

Counselling Service

www.ypicounselling.co.uk

Childline

0800 1111 (free phone)

www.childline.org.uk

NSPCC

0808 800 5000 (free phone)

Kidscape	08451 205 204 www.kidscape.org.uk
Bullying UK	0808 800 2222 (free phone) help@bullying.co.uk www.bullying.co.uk Part of Family Lives
Family Lives (formerly Parentline Plus)	0808 800 2222 (same as Bullying UK) www.familylives.org.uk This includes: Advice & support for parents & professionals and access to triple P parenting courses

6. WHOLE SCHOOL APPROACHES

6.1 The Curriculum

The personal and social education programme for Years 7 to 11 contains specific information on bullying. In addition all subjects will teach the need for social tolerance and social skills and devise ways of rewarding non-aggressive and positive behaviour.

Opportunities must be provided for discussion of the issues and strategies that might be used to deal with particular cases. This may be done in any lesson but particularly within the PSHE and Tutor Ethos Programmes.

The school's opposition to bullying and its procedures to deal with it are presented and promoted on a repeated basis throughout the student's career. The school will seek active student involvement arising from main school and Year assemblies, through increased student leadership activities and events and through organised groups such as:-

- Princess Diana Anti-Bullying Ambassadors
- Peer Mentors

6.2 The School Assemblies

Assemblies link to the Tutor Ethos Programme and provide a discussion base for further activities within tutor time and PSHE lessons. All assembly titles are placed in the calendar and cover a variety of associated topics such as discrimination, prejudice, racism, equal opportunities, disability, rules and expectation and roles and responsibilities.

6.3 The School Student Council

The Student Council will debate matters relating to bullying in general terms on appropriate occasions. It will be given the opportunity to contribute towards the development of school policy and act as a channel to other students regarding standards and expectations. This may also be done through one of the student leadership committees.

6.4 Staff Training

The school will seek to offer advice and training for staff to promote:-

- the school ethos in a positive manner
- a consistent approach to staff expectation of students
- a consistent approach to student attitude and behaviour
- Clarity about staff roles and responsibilities to deal with and prevent bullying

6.5 School Inclusion Team

All members of the school inclusion team regularly meet with students one to one or in small groups and within that time provide support which may proactively seek to ensure that students are aware of the anti-bullying protocol and support in school.

Support to students may be through many strategies, such as:-

- Individual or group counselling
- Anger management
- Self esteem group work
- Peer mentoring

6.6 Monitoring and review of the anti-bullying policy and school practice

The school shall regularly monitor current practice through a range of systems to ensure that the policy and school procedures are clear and effective in preventing and dealing with bullying. They shall include:-

- a) Regular discussion at academic monitoring meetings with tutors, Year Leaders and SLT
- b) Development of staff views and ideas through the Behaviour Action Group meetings
- c) Analysis of parental surveys
- d) Analysis of exclusion and attendance data
- e) Feedback from discussions with students at the Student Leadership meetings or specially arranged student panels

6.7 Conclusion

The school will encourage students to think about their actions and to recognise that they must not act in a way which will threaten or cause harm to others.

Bullying, physical violence, verbal abuse or a lack of thought for the needs of others will not be accepted. Allegations of bullying will be investigated and action taken as necessary.