ANTI-BULLYING POLICY

Reviewed: January 2019
Due for review: January 2020
INTRODUCTION

Lindsworth School is committed to providing a safe and happy learning environment in order to raise attainment, improve attendance, promote equality and diversity and ensure the well-being of all members of the school community. Being bullied undermines self-esteem and confidence and impacts on the emotional wellbeing of pupils. It undermines the ability to concentrate and learn and can impact on a pupil's chances of achieving their full potential at school and later in life.

Bullying can take place between pupils, between pupils and staff, between staff, by individuals or groups, face-to-face, indirectly or using a range of cyber bullying methods. Lindsworth School works actively to minimise the risks of bullying. All bullying is unacceptable, regardless of who bullies or how it is delivered or what reasons are given to justify bullying actions.

DEFINITION

Bullying may be defined as "behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally". Although sometimes occurring between two individuals in isolation, bullying quite often takes place in the presence of others.

Bullying can take many forms, but three main types are:

- Physical — hitting, kicking, pushing and taking belongings.
- Verbal — name calling, insulting, making offensive remarks e.g. racist language.
- Indirect — spreading nasty stories about someone, exclusion from social groups, tormenting (i.e. hiding bag/books), offensive graffiti, being made the subject of malicious rumours; cyber bullying - misuse of internet chat rooms and social networking sites, sending malicious emails or text messages on mobile phones and misuse of other technology such as camera and video and the uploading of images on to the web.

AIMS

The aim of the policy is to prevent and deal with any behaviour deemed as bullying and to promote an ethos where bullying is regarded as unacceptable, so that a safe and secure environment is created for everyone to learn and work in.

The aims of the school anti-bullying strategies and intervention systems are:

- To prevent, de-escalate and/or stop any continuation of harmful behaviour.
- To react to bullying incidents in a reasonable, proportionate and consistent way.
- To safeguard the pupil who has experienced bullying and to trigger sources of support for the pupil.
- To undertake intervention work to prevent reoccurrence.
SIGNS AND SYMPTOMS

Pupils who are being bullied may show changes in behaviour. School staff and parents/carers should be aware of these possible signs and investigate if a pupil:

- is frightened of travelling to and from school;
- asks to be driven to school;
- changes their usual routine;
- is unwilling to go to school;
- begins to truant;
- has deteriorating punctuality and/or attendance;
- becomes withdrawn, anxious and lacking in confidence;
- feels ill in the morning;
- has diminishing achievement;
- begins to do poorly in homework;
- comes home with damaged equipment;
- has possessions which are damaged or 'go missing';
- has unexplained injuries;
- becomes aggressive, disruptive or unreasonable;
- is frightened to say what's wrong;
- gives improbable excuses.

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

ROLES AND RESPONSIBILITIES

The law requires Executive Headteachers to:

- determine the rules, rewards, sanctions and behaviour management strategies that form the school's Behaviour Policy, acting in accordance with the Governing Body's statement of principles in so doing.

The policy determined by the Executive Headteacher must include measures to be taken in order to:

- encourage good behaviour and respect for others on the part of pupils and, in particular, preventing all forms of bullying among pupils;
- publicise the Behaviour Policy on the website and draw it to the attention of pupils, parents/carers and staff at least once a year;
- determine and ensure the implementation of a policy for the pastoral care of the pupils;
- ensure the maintenance of good order and discipline at the times that the school is responsible for the well-being of the pupils.

The law requires that staff must:

- promote the general progress and well-being of individual pupils and of any class or group of pupils assigned to them, which includes ensuring as far as possible, that pupils are free from bullying and harassment;
- apply the school rewards and sanctions lawfully.

Anti-bullying policies are most effective when the whole-school workforce:

- understand the principles and purpose of the school Anti-Bullying Policy;
• understand their legal responsibilities regarding bullying;
• are clear about their responsibility to resolve problems at the nearest level to the pupil;
• know what sanctions and behaviour management strategies are in place and where to seek support;
• have the requisite knowledge and skills for preventing bullying and repairing harm;
• understand the needs of vulnerable pupils, including disabled pupils, those with special educational needs (SEN) or those with caring responsibilities;
• know the procedures for referral;
• know the procedures in relation to safeguarding and liaison with multi-agency teams.

All schools have a crucial role to play in preventing bullying, responding immediately to incidents and providing support for both the person being bullied, to rebuild their confidence and self-esteem, as well as the person who is bullying, to change their behaviour and address any underlying issues.

All Governors, teaching and non-teaching staff, pupils and parents/carers should have a shared understanding of what bullying is.

Parents/carers and pupils should know what the school policy is on bullying and what they should do if bullying arises (see Appendix A).

REPORTING AND RESPONDING TO BULLYING

Bullying is taken very seriously in this school and strategies utilised to prevent bullying have three main purposes:

• to impress on the perpetrator that what he/she has done is unacceptable;
• to deter the perpetrator from repeating that behaviour;
• to signal to other pupils that the behaviour is unacceptable and deter them from doing it.

Incidents of bullying are addressed through our behaviour management procedures as detailed in our school Behaviour Policy.

Bullying is defined as - “the repetitive, intentional hurting of one person or group, where the relationship involves an imbalance of power” (Anti-Bullying Alliance 2014).

When bullying is known to have happened or be on-going Pastoral and Learning Support Workers (PALS workers) / Pastoral Manager (PM) will discuss the incident with the Pupil being bullied. It is highly important that they are listened to and believed, and the correct support is offered where necessary.

• The incident will be logged on Behaviour Watch.
• The Pupil carrying out the bullying behaviour will be spoken to and the facts of the incident established (Pastoral manager or PALS worker).
• Information will be gathered from witnesses to explain what they saw/what they heard.
• The DSL lead must be informed. (Via Behaviour watch/ My Concern)
• Pupils (and parents/carers) will be informed of any action taken and anti-bullying ambassador’s staff will check in regularly with the pupil to ensure that there is no repeat incident.

Sanctions in line with the school’s Behaviour management will be used where appropriate.
These will include:

- Catch Up (lunchtime/ HTD for slips put onto BW. Conversation with PM and Anti bullying team. Parents/carers informed. (PM)
- Official warnings to cease offending or withdrawal of certain school privileges i.e. (Enrichment, school trips). Parents/carers informed. (PM)
- Internal exclusion for 3 slips being recorded on the system. Parents/carers informed. (PM)
- Exclusion from certain areas of the school's premises. Parents/carers informed (DW/ Anti Bullying team /SLT)
- Records will be kept on Pupils' files. (PM)
- A range of interventions to work with pupils displaying bullying behaviour. (PALS workers)
- Anti-bullying behaviour contract that both the pupil displaying must sign and his or her parents alongside the school. (DW/Anti bullying ambassadors)
- Immediate Inclusion for any offences recorded whilst on Anti Bullying Contract.
- Involvement of the Neighbourhood Schools Officer (the Police) for persistent offenders. (DW/SLT)

**ANTI-BULLYING AMBASSADORS**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Dean Williams</td>
<td>Pastoral School Lead Achievement Coordinator</td>
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<tr>
<td>Kira Cameron</td>
<td>Pastoral and Learning Support Worker</td>
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<tr>
<td>Vicky Cook</td>
<td>Pastoral and Learning Support Worker</td>
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<td>Meera Ghai</td>
<td>Pastoral and Learning Support Worker</td>
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<td>Emma Gunn</td>
<td>Pastoral and Learning Support Worker</td>
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<tr>
<td>Kayte Meredith</td>
<td>Pastoral and Learning Support Worker</td>
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<tr>
<td>Dianne Wilcox</td>
<td>Teacher</td>
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<tr>
<td>Denessa Spencer</td>
<td>Teacher</td>
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**RECORD KEEPING**

Bullying behaviour is taken seriously by all staff and incidents should be investigated promptly and thoroughly. All incidents of bullying should be recorded using the log on Behaviour Watch and the appropriate Pastoral Manager informed. All incidents of bullying are monitored.

Keeping records of any bullying incidents will enable the school to:

- manage individual cases effectively;
- monitor and evaluate the effectiveness of strategies;
- celebrate the anti-bullying work of the school;
- demonstrate defensible decision making in the event of complaints being made;
- engage and inform multi-agency teams as necessary.

**SUPPORT**

- Pupils who have been bullied are supported by being given the opportunity to discuss the issue with a member of staff. They may also be offered a meeting with the school's Pastoral Manager or Pastoral and Learning Support team.
• Pupils who have bullied are encouraged to discover the reasons why they became involved in bullying behaviour through discussion with their Pastoral Manager and/or Form Tutor. They are also encouraged to establish the need to change their behaviour and may be offered a meeting with the Pastoral Manager if appropriate.

• The ethos of the school offers a safe environment where pupils are free to voice their views. High quality teaching, positive learning environments and good behavioural management play a key part in creating a climate where bullying cannot flourish.

• Anti-bullying week, which takes place in November, raises awareness of bullying and enables pupils to become actively involved in developing anti-bullying strategies. This includes work undertaken during form time and through curriculum threads.

The curriculum provides pupils with opportunities to discuss issues relating to bullying, particularly in PSHCE and Drama lessons. The curriculum aims to create effective learning environments in which:

• the contribution of all pupils is valued;
• all pupils can feel secure and are able to contribute appropriately;
• stereotypical views are challenged and pupils learn to appreciate, and view positively, differences in others;
• pupils learn to take responsibility for their actions and behaviour both in school and in the wider community;
• all forms of bullying and harassment are challenged;
• pupils are supported to develop their social and emotional skills.

There are a number of sporting activities that take place at lunchtime alongside the provision of additional equipment for use by the pupils on the playgrounds. These measures, as well as adequate supervision, are important factors in reducing incidents of bullying within school.

Staff induction and continuing professional development ensure that staff have the skills and understanding to deal with any incidents of bullying within school. Members of staff suffering from, or concerned about, bullying can also contact their trade union or professional association for support and advice.

On-going monitoring ensures that the school targets support and address identified issues.

The school will review this policy biennially and update procedures and policies as necessary.

Data will be monitored annually by the Federated Governing Body in order to monitor the effectiveness of the school’s anti-bullying work.

**LINKS TO OTHER POLICIES**

Behaviour Policy
LINDSWORTH SCHOOL ANTI-BULLYING INFORMATION FOR PUPILS

Is it bullying?

It is if you feel hurt because individuals or groups are:

- persistently calling you names;
- threatening you;
- pressuring you to give someone money or possessions;
- hitting/hurting you;
- damaging or taking your possessions;
- spreading rumours about you or your family;
- using text, email or web space to write or say hurtful things;
- giving you 'dirty looks'/pulling faces at you.

It is bullying if you feel hurt because of things said about your ethnic background, religious faith, gender, sexuality, disability, special educational need, appearance or issues in your family.

Lindsworth School does not tolerate bullying. This is what we do about bullying:

- make sure that the person being bullied is safe;
- work to stop the bullying happening again;
- provide support to the person being bullied and the bully.

What should you do?

Talk to someone you trust and get them to help you take the right steps to stop the bullying.

If you feel you are being bullied:

- try to stay calm and look as confident as you can;
- be firm and clear - look them in the eye and tell them to stop;
- get away from the situation as quickly as possible;
- tell an adult what has happened straight away or, if you do not feel comfortable telling an adult, tell another student or use the SHARP system;
- write down what happened and who was involved.

If you are a victim of cyber bullying:

- Block the bully or report someone who is behaving badly.
- Don't retaliate or reply to any messages.
- Save the evidence - keep a record of any messages, pictures or online conversations.
We recognise the increase in the area of cyber bullying. The following advice will help to keep you safe:

1. **Always respect others**

   Remember that when you send a message to someone, you cannot see the impact that your words or images have on the other person. That is why it is important to always show respect to people and be careful what you say online or what images you send. What you think is a joke may really hurt someone else. Always ask permission before you take a photo of someone. If you receive a rude or nasty message about someone, or a picture, do not forward it. You could be assisting a bully and even be accused of cyber bullying. You could also be breaking the law.

2. **Think before you send**

   It is important to think before you send any images or texts about yourself, or someone else, by email or mobile phone, and before you post information on a website. Remember that what you send can be made public very quickly and could stay online forever. Do you really want your teacher or future employer to see that photo?

   Think about the information you have in the public domain. Be careful who you give your mobile phone number to, and consider whether, for example, you should remain a member of a network where people are treating you badly.

3. **Treat your password like your toothbrush**

   Don't let anyone know your passwords. It is a good idea to change passwords on a regular basis. Choosing hard-to-guess passwords with symbols or numbers will help stop people hacking into your account and pretending to be you. Remember only to give your mobile number or personal website address to trusted friends.

   If you have been bullied:
   - tell a staff member in school straight away;
   - tell your family;
   - if you are scared to tell a teacher or an adult on your own, ask a friend to go with you;
   - keep on speaking until someone listens and does something to stop the bullying;
   - don’t blame yourself for what has happened.

   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 find it difficult to talk to anyone at school or at home, ring the following number:

   **ChildLine - Freephone 0800 1111**

   This is a confidential helpline. If you are hard of hearing you can use the textphone 0800 400 222. You can also write to Freepost 1111, London Ni OBR. The phone call or letter is free.
LINDSWORTH SCHOOL ANTI-BULLYING INFORMATION FOR PARENTS AND CARERS

Is it bullying?

It is bullying if individuals or groups are:

- persistently calling your child names;
- threatening them;
- pressuring your child to give someone money or possessions;
- hitting/hurting your child;
- damaging or stealing your child’s possessions;
- spreading rumours about your child or your family;
- using text, email or web spaces to write or say hurtful things about your child (cyber bullying).

It is also bullying if your child feels hurt because of things said about their ethnic background, religious faith, gender, sexuality, disability, special educational need, appearance or specific issues in your family.

What should you do if your child is being bullied?

Talk to school staff about the bullying. At Lindsworth School your first contact point to report concerns about bullying is your child’s Pastoral Manager. They are best contacted on 0121 693 5363.

It will help to sort out what action to take if you can 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 pupils involved.
- Make a note of what action the school intends to take.
- Ask if there is anything you can do to help your child.
- Stay in touch with the school; let them know if things improve as well as if problems continue.

What will Lindsworth School do?

Lindsworth School does not tolerate bullying. This is what we do about bullying:

- work to make sure that the person being bullied is safe;
- work to stop the bullying happening again;
- provide support to the person being bullied;
- take actions to ensure that the person doing the bullying is supported to help them understand the consequences of their actions and change their behaviour.

Families who feel that their concerns are not being addressed appropriately by the school might like to consider the following steps:

- check with the school Anti-Bullying Policy to see if agreed procedures are being followed;
- make an appointment to discuss the matter with the Pastoral Manager and keep a record of the meeting and, if this does not help, make an appointment to discuss the matter with the Head of School and keep a record of the meeting. If this does not help
arrange an appointment with the Executive Headteacher to discuss the matter and keep a record of the meeting. If this does not help, write to the Chair of Governors explaining your concerns and what you would like to see happening.