



ANTI-BULLYING POLICY

Approved by Governors

Committee Pastoral Committee

Review Date 7th February 2018

Prepared by: Mr James Kelly

Signed Chair of Governors: 

Due for Renewal 6th February 2019

All of our policies are directly derived from our Mission Statement:

“Our Lady & St John Catholic College aims to be a caring Catholic Community centred on Christ, so as to fully develop the gifts and talents of each person in order to love and serve God, others and themselves.”

Statement and Principles

The policy is one in a series of the school's integrated Safeguarding portfolio.

Aims

The primary aim of the Anti-bullying policy is to prevent and respond effectively to incidents of bullying at Our Lady & St John Catholic College.

Objectives

- To enable pupils to attend school free from bullying.
- To help pupils to respond appropriately and effectively to bullying.
- To ensure a consistent approach to bullying from all members of the school community including staff, parents and pupils.
- To establish a system for investigation, recording and resolution of bullying incidents.
- To raise awareness of the issue of bullying and its possible consequences.

What is bullying?

The DfE states that, 'Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.'

Bullying is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender, sexual orientation, or because a child is adopted or has caring responsibilities. It might be motivated by actual differences between children, or perceived differences.

Bullying can take many forms including:

- **Physical** bullying which can include kicking, hitting, pushing and taking away belongings;
- **Verbal** bullying which includes name calling, mocking and making offensive comments;
- **Emotional** bullying which includes isolating an individual or spreading rumours about them;
- **Cyber-bullying** where technology is used to hurt an individual – for instance text messaging or posting messages/images on the internet or on any form of social media;
- **Racist** bullying occurs when bullying is motivated by a prejudice against someone because of their race;
- **Homophobic** bullying occurs when bullying is motivated by a prejudice against lesbian, gay or bisexual people;
- **Transphobic** bullying occurs when bullying is motivated by a prejudice against people who are transgender;
- **Disability bullying** occurs when bullying is motivated by a prejudice against people with any form of disability.

With the advance in new technologies, the school is aware there is an increased risk of cyber-bullying using emails, instant messenger, social networking sites and public websites.

Roles and Responsibilities

The Governing Body will review the Anti-bullying Policy annually or in response to a specific incident.

The Head Teacher and senior pastoral staff have overall responsibility for the policy and its implementation. Cases will be managed according to the circumstances and will be recorded and analysed to see whether patterns emerge from the nature of the bullying or the identity of the perpetrators.

Responding to incidents of bullying is the responsibility of all members of staff. All issues of bullying including the use of derogatory language must be brought to the attention of the Head of Year.

Parents/carers are encouraged to work in partnership with the school in order that high standards of behaviour are maintained both in and out of school, and that pupils respect both similarities and differences between themselves and other members of the school and the wider community.

Pupils will be encouraged to take responsibility for their own behaviour and will be made fully aware of the school's respect agenda and its anti-bullying policy.

Action

Our Lady & St John Catholic College is committed to building a cohesive school community in which:

- Diversity is respected and celebrated
- Equality of opportunity and good outcomes for all is promoted
- Healthy relationships between different groups of people is promoted
- All forms of discrimination and oppression are investigated and resolved
- Our statutory requirements under the Equality Act (2010) are met.

All Governors, staff, parents, carers and visitors to the school must agree to:

Respect adult and pupil differences and foster good relations between those who have a protected characteristic and those who do not:

- Males, females and transgendered people
- People who have a disability
- People with different sexual orientations
- People about to go on maternity/paternity leave
- People who foster or adopt or who are themselves
- People with different faiths or beliefs or with no beliefs
- People with different ethnic heritages and backgrounds including linguistic
- People of different ages
- Traveller communities
- People of different academic levels and with special educational needs
- People of alternative subcultures.

The agreement extends to any jokes, banter, derogatory language which is forbidden.

Warning signs indicating that a pupil may be being bullied:

- Decline in standard of work, in levels. Being put off work by others, day dreaming.
- Being frightened of walking to or from school
- Losing self confidence and self-esteem
- Being frightened to say what's wrong
- Developing cuts, bruises and other injuries
- Unwilling to go to school, development of school phobia and patterns of non- attendance
- Failing to achieve potential in school work
- Becoming withdrawn, nervous and losing concentration
- Becoming isolated and disengaged from other children and young people
- Developing changes in physical behaviour such as stammering and nervous ticks
- Regularly having books or clothes destroyed
- Having possessions go 'missing' and money 'lost'
- Noticeable change in weight

Our Lady & St John Catholic College aims to take a proactive approach to tackling bullying.

- A named governor will have responsibility for pastoral matters including bullying.
- Positive staff and pupil relationships will be encouraged so that pupils feel comfortable in reporting issues.
- Staff will be vigilant for symptoms of bullying (see above).
- Vulnerable groups will be identified and staff will be extra vigilant around these groups.
- Staff will be made aware of the times and places where pupils are most vulnerable especially in unstructured times; a duty rota will be in place so that target areas are patrolled.
- Staff will take all reports of bullying seriously and always believe the child's perception that they are being bullied when it is reported to them.
- Pupils will be taught about bullying and about managing relations with peers during PSHE.
- Strategies for dealing with bullying will be included in NQT and ITT training.
- CPD will be provided to equip staff to deal with bullying incidents effectively.
- Schemes will be explored to involve pupils in anti-bullying initiatives.
- Anti-bullying awareness raising will take place during the annual anti-bullying week.
- Parents will be encouraged to support school in its anti-bullying measures.
- The e safety policy will include references to on-line bullying.
- Support will be provided for all parties involved in bullying i.e. victim and perpetrator.
- Information will be made available on school website.
- Pupils will know how to report any concerns about bullying, including who to tell.
- Support for pupils will be provided as appropriate.
- Pupils' views about behaviour and bullying will be sought.
- Restorative approaches will be adopted in which pupils are held to account for their behaviour and which engage them in agreeing the actions which need to be taken to repair the harm caused.
- Pupils found guilty of bullying will be given the opportunity to modify their behaviour as part of any sanctions imposed.

Procedures for dealing with a bullying incident

All members of the school community have a responsibility to challenge and to deal with any incidents of bullying (including incidents via social media or technology) that are brought to their attention. Bullying must always be seen in the first instance from the perspective of the victim. Pupils who feel they are being bullied must feel confident that they will be listened to and believed and that appropriate action will be taken.

The following procedures will be followed:

Incidents of bullying should initially be recorded by the person to whom the complaint is made. **ALL** reports must be logged on the Bullying Incident Report Form (see Appendix 1). All incidents involving the use of derogatory language should be recorded, even when the member of staff involved has resolved the matter to their satisfaction. This is to ensure that accurate data can be collated. Once the detail has been recorded, the information should be forwarded immediately to the complainant's Head of Year, who will then decide how the matter will be dealt with.

Head of Year Procedures:

The responsibility for dealing and investigating complaints of bullying will be taken by Heads of Year (in consultation with the Assistant Head (Pastoral)).

Once a complaint is received, the Head of Year will determine what action needs to take place. This must be recorded on the Bullying Incident Report Form and passed to the administrative team for recording on SIMS. A copy of this must be kept in the file of the victim and the bully.

Where bullying is found to have occurred, the Head of Year will ensure the following procedures are followed:

1. Support and consultation with the person who has been bullied:

- Discuss the referral with them and record the details accurately.
- Agree an action plan (which includes dates) with them and record this on the Bullying incident report form.
- Allocate a named member of staff to support and feedback to them.
- Agree a time to feedback (recorded)
- Contact parents about the incident and inform them of any action to be taken.

2. Intervention with the person(s) accused of bullying:

- Listen to a full account of their side of the story and record this on the Bullying incident Report Form.

- Adopt a problem-solving approach which encourages the pupil(s) to take responsibility for their actions.
- Draw up an action plan for the person involved in the bullying behaviour including any sanctions given.
- Allocate a named member of staff to monitor and support the person involved in bullying behaviour.
- Contact parents about the incident and inform them of any action to be taken.
- File a copy of the incident on the pupil(s) file.

3. Monitoring and Reviewing

- For the first month after the incident, a regular meeting with both the bully and the victim should take place with the Head of Year or designated member of staff. The frequency of meetings should be agreed with the victim, possibly starting with weekly. The meeting should be recorded on the Bullying incident report form. Parents/carers should be kept updated.
- Regular meetings should be held with the victim, until they feel confident and happy in school and no longer require regular contact with designated staff member.
- The perpetrator will follow the same programme being supported by the designated teacher for as long as required. All meetings to be recorded.

The school accepts that the severity or seriousness of bullying incidents cannot be classified according to any strict code and that there is no single solution to bullying. All alleged reports must be treated in their own right and where necessary, professional conversations need to be had around what is felt to be the most appropriate action for the victim and the perpetrator.

Where incidents are deemed to be serious and concerns remain after the interventions above have taken place, then further consequences may be applied. This may involve SLT intervention, a Fixed Term Exclusion, implementation of a support programme for the perpetrator e.g. anger management. In extreme cases the police may be involved.

The school acknowledges its wider search powers included in the Education Act 2011 giving teachers stronger powers to tackle cyber-bullying. Concerns over cyber-bullying should be reported to the Head of Year in the first instance who will seek advice from the DSL.

Appendix 1