

# STOWUPLAND HIGH SCHOOL



## Policy on Anti-Bullying

**Summary Statement from the Student Council:**

***Bullying cannot be tolerated and the whole school community will take responsibility for this issue***

History:

<b>Adoption/ Review</b>	<b>Committee</b>	<b>Lead Personnel</b>	<b>Review Date</b>
Spring 07	Full Governors	Student Forum	Spring 11
Spring 11	Full Governors	Student Forum	Spring 14 (postponed due to SOR)
Autumn 2015	Full Governors	Asst Head	January 2018
Spring 2018	Full Governors	Asst Head	January 2021

**Contents:**

<b>Item</b>		<b>Page</b>
<b>1</b>	Introductory Statement	1
<b>2</b>	What is Bullying?	1
<b>3</b>	Why is it Important to Respond to Bullying?	2
<b>4</b>	Objectives of this Policy	2
<b>5</b>	Signs and Symptoms	2
<b>6</b>	Procedure for Dealing with Bullying	3
<b>7</b>	Follow-up Work	4
<b>8</b>	Implementing, Monitoring and Evaluating this Policy	4
<b>9</b>	Helpful Organisations	4
<b>Appendix A</b>	Bullying Incident Sheet	5

**1. Introductory Statement**

The whole school community is committed to providing a caring, friendly and safe environment for all students so they can realise their full potential. Bullying of any kind is unacceptable at our school. If bullying does occur, all students should be able to report the problem and know that incidents will be dealt with promptly and effectively. At Stowupland, students TELL. This means that *anyone* who knows that bullying is happening has a responsibility to report it.

**2. What Is Bullying?**

Bullying can be:

- Emotional                    being unfriendly, excluding, taking belongings, tormenting (e.g. hiding books, threatening gestures)
- Physical                      pushing, kicking, hitting, punching or any use of violence
- Racist                         racial taunts, graffiti, gestures – anything which focuses on the issue of race in a derogatory way
- Sexual                         unwanted physical contact or sexually abusive comments
- Homophobic                because of, or focusing on the issue of sexuality in a derogatory way
- Verbal                         name-calling, sarcasm, spreading rumours, teasing
- Cyber                         - all areas of internet such as email and internet chat room misuse  
                                          - mobile threats by text messaging and calls  
                                          - misuse of associated technology , i.e. camera and video facilities

In summary, bullying is deliberate action and/or behaviour which results in pain and distress to the victim.

### **3. Why is it Important to Respond to Bullying?**

Bullying hurts. No one deserves to be a victim of bullying. Everyone has the right to be treated with respect. Students who are bullying need to learn different ways of behaving.

As a school community, we have a responsibility to respond promptly and effectively to bullying.

### **4. Objectives of this Policy**

This policy, in theory and in practice, will ensure that:

- All governors, teaching and non-teaching staff, students and parents have an understanding of what bullying is.
- All governors and teaching and non-teaching staff understand the school policy on bullying, and follow it when bullying is reported.
- All students and parents know what the school policy is on bullying, and what they are expected to do if bullying arises

### **5. Signs and Symptoms**

A child who is being bullied may exhibit this in various ways. Staff, students and parents should be aware of these possible signs and report their concerns.

Signs:

- nervous about travelling to and from school, including using the school bus
- unwilling to go to school (school phobic) or starts to truant
- demonstrates marked changes in personality and behaviour eg becomes withdrawn and anxious, starts stammering, has nightmares, begins crying without obvious reason
- unable to talk about, or give reasons for, changes in their behaviour
- attempts or actually engages in self-harming
- runs away
- tends to feel ill in the morning
- underperforms in school work
- has possessions or clothes which are damaged or " go missing";
- has dinner or other monies continually "lost"; asks for extra money or even begins to steal money
- comes home starving because of not eating
- has unexplained cuts or bruises
- becomes aggressive, disruptive or unreasonable
- starts bullying other children or siblings
- becomes afraid to use the internet or mobile phone or becomes nervous and jumpy when a cyber message is received

These signs and behaviours could indicate bullying and/or other problems. It is only by reporting and investigating concerns that we will be able to find out what is going on.

## 6. Procedures for Dealing with Bullying

### a. Reporting Incidents

Concerns should be reported by anyone who suspects bullying – staff, parents, friends or the victim. There are a number of options:

- Speak/write to the form tutor
- Speak/write to the Progress Support Worker
- Speak/write to any member of the relevant Mini-School
- Speak/write to any other member of staff – teaching or support staff
- Use an incident report slip (kept in the library)
- Use the peer-mentor service

### b. What happens next?

- A **Bullying Incident** sheet will be started by the Mini-School and a “lead” member of staff will be identified – this may be the Form Tutor or a subject teacher depending on the nature of the incident and how it is reported. This sheet will be used by the “lead” teacher to record the investigation and any action taken. It will remain confidential.
- The staff “lead” will begin investigating the incident within 24 hours. This may involve meetings and interviews. An early discussion with the “victim” will decide who will inform the victim’s parents – the student or the staff involved
- Steps will be taken to ensure that the victim is given immediate support eg “safe” area to go to, peer-mentor. Action taken will vary according to the incident and will be reported on the Bullying Incident Sheet
- The outcomes of investigations will be discussed by key staff who have been involved eg members of the Min-School. The victim will be included in discussions regarding action to be taken. This action will also be communicated to parents. As incidents need to be treated on an individual basis, the length of time needed for investigation and action will vary considerably. In most cases, though, action should be agreed within 5 – 10 working days

### c. Outcomes and Action

Incidents will vary and the action taken will need to reflect this. The following are possible outcomes:

- The bully /bullies may be asked to offer a sincere apology – verbally and/or in writing
- There may be a “reconciliation” meeting between the parties involved
- In serious cases of bullying internal isolation and/or a fixed-term exclusion will be imposed
- The bully may be required to attend anger-management or counselling sessions
- “Persistent” bullies will be referred to the Assistant Headteacher (Behaviour and Safety). The Assistant Headteacher and Headteacher may convene a Governors’ Discipline Panel (this panel will also include a sixth form peer-mentor as an observer) and the bully will be required to attend a disciplinary interview
- For serious and persistent offenders, the Head teacher will consider contracts, direction off-site and ultimately, permanent exclusion.

## 7. Follow-up Work

Each case will be monitored to ensure that bullying is not repeated. Contact with all parties involved will take place at regular intervals (to be determined by the students themselves) to ensure that the situation has been resolved. These follow-up checks can be undertaken by a peer-mentor or a member of staff. The person assigned will be named on the Incident Sheet. It is likely that many students – particularly younger students – will be assigned a peer-mentor. Copies of all bullying incidents will be recorded on-line.

## 8. Implementing, Monitoring and Evaluating this Policy

As a school, we will ensure that this policy is successful by:

- Placing a copy of the policy on the web-site
- Raising awareness of bullying each year by: assemblies, focused reading weeks, the school newsletter
- Ensuring that everyone knows about peer mentoring and incident report forms by high-profile and regular publicity
- Ensuring that bullying forms part of a questionnaire for all new students
- Including bullying as part of the PSHE and Citizenship programmes of study in school
- Undertaking a periodic check of the above through surveys of students and parents
- Monitoring the on-line behaviour system on a termly basis (with due regard to confidentiality) and responding accordingly. Responsibility for this will rest with the Assistant Headteacher for Behaviour and Safety. Anti-Bullying will feature as a standing item on the School Council's Agenda

## 9. Helpful Organisations

Advisory Centre for Education (ACE)	0207 354 8321
Children's Legal Centre	0845 345 4345
KIDSCAPE Parents Helpline (Mon-Fri, 10-4)	0845 1205 204
Parentline Plus	0808 800 2222
Youth Access	020 8772 9900
Bullying Online	<a href="http://www.bullying.co.uk">www.bullying.co.uk</a>

Visit the Kidscape website [www.kidscape.org.uk](http://www.kidscape.org.uk) for further support, links and advice.

**APPENDIX B.**

**Bullying Incident Sheet**

Lead Staff Member:		Date Reported:	
Victim:		Date(s) of Incident(s):	
Parental Contact:		When:	
		By Whom:	
Details of Initial Support for Victim:			

Details of Incident:			
Statement(s) Taken:		Date(s):	
Interview(s) Undertaken:		Date(s):	
Contact with Parent(s):		Date(s):	

Outcome / Action:			
Named Support for Victim and follow-up (with timescale)			
Named Support for Perpetrator and follow-up (with timescale)			