

# Our Lady's Catholic College

## Anti Bullying Policy



### **Policy Statement**

At Our Lady's Catholic College we believe "that human beings are created in the image and likeness of God' (Genesis 1:26-27) and have by their very existence an inherent value, worth, and distinction".

Therefore, all students regardless of age, gender or race should be able to work and learn in a disciplined, caring and purposeful environment free from any acts of intimidation, aggression or bullying.

## Aims and Objectives of this Policy

- To ensure that **all** students, parents and staff are aware of the definition of bullying and the distressing effect it has on victims.
- To outline Our Lady's Catholic College Anti-bullying strategy
- To ensure that all students, parents and staff are fully aware of procedures for reporting bullying incidents and the strategies adopted for supporting those involved in these incidents.
- To create a school community where bullying is recognised as unacceptable and where all students can feel valued, secure and happy.
- To foster a culture of 'telling' in which students who are being bullied, or think another student is being bullied, speak up and tell a member of staff in the full knowledge that they will be listened to and receive a prompt, appropriate and sensitive response. This extends to parents and/or carers who are encouraged to report changes in their child's behaviour or suspicions that their child is a victim of, or perpetrator of bullying.

## Definition of Bullying

Bullying is any form of deliberate behaviour, by an individual or group, repeated over time which intentionally causes hurt or distress physically or emotionally to another individual or group.

Bullying has many forms – e.g. physical, verbal, emotional or electronic (cyber-bullying). A bully is someone who targets others and makes them unhappy or frightened over a period of time. They may do this by:

- ⌚ Threatening behaviour (psychological, intimidation)
- ⌚ Using physical violence
- ⌚ Using unpleasant words – insulting comments, mocking verbal abuse
- ⌚ Stealing property, taking or demanding money
- ⌚ Deliberately upsetting people
- ⌚ Sending unpleasant text messages/images
- ⌚ Using the internet/MSN/technology to spread unpleasant rumours (cyber bullying). See Internet, Email & Social Media Acceptable Use Policy for further details

**Single, one-off incidents are not usually bullying, but if they are repeated, they must be reported and will be dealt with by the school. We are aware that bullying can happen anywhere, but we strongly believe that wherever students are they have the right to be safe. Nobody has the right to deliberately make anyone else unhappy.**

## Safeguarding Children and Young People

Under the Children Act 1989 a bullying incident should be addressed as a child protection concern when there is 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm'. Where this is the case, school staff should report their concerns as per the Children Protection Policy and Procedures.

Even where safeguarding is not considered to be an issue, schools may need to draw on a range of external services to support the pupil who is experiencing bullying, or to tackle any underlying issue which has contributed to a child doing the bullying.

## **Bullying Outside School Premises**

Head teachers have a specific statutory power to discipline pupils for poor behaviour outside of the school premises. Section 89(5) of the Education and Inspections Act 2006 gives head teachers the power to regulate pupils' conduct when they are not on school premises and are not under the lawful control or charge of a member of school staff.

This can relate to any bullying incidents occurring anywhere off the school premises, such as on school or public transport, outside the local shops, or in a town centre.

Where bullying outside school is reported to school staff, it should be investigated and acted on. The head teacher should also consider whether it is appropriate to notify the police or other external organisations in their local authority of the actions taken against a pupil. If the misbehaviour could be criminal or poses a serious threat to a member of the public, the police should always be informed.

### **Our stated commitment is that when a young person speaks out about bullying:**

- 🕒 They will be listened to
- 🕒 Their concerns will be taken seriously
- 🕒 The matters will be investigated
- 🕒 Someone will be there to help and support the young person

## **Anti-bullying Procedures**

The following steps are taken when dealing with incidents:

- 🕒 If bullying is suspected or reported, the incident is dealt with as soon as possible by the member of staff who has been approached;
- 🕒 If it is deemed necessary, the staff member will seek the support of the appropriate PSO or a Member of SLT
- 🕒 A clear account of the incident is recorded and passed on to the appropriate PSO and recorded on PARS (as a behavior incident as bullying, giving the specific type). See appendix 2
- 🕒 The PSO/ Member of SLT will interview the individuals concerned
- 🕒 An RJ session will be initiated (when both parties feel the timing is correct) , in order for reconciliation to take place.
- 🕒 Parents will be informed as necessary.
- 🕒 A bullying contract may be completed at this point (see appendix 3)
- 🕒 The victim and perpetrator will be monitored and a follow up meeting will be arranged if necessary.
- 🕒 Appropriate staff (including external agencies when necessary) will be kept informed of the individual student needs and support mechanisms.

### **Pupils who have been bullied are supported by:**

- Being offered an immediate opportunity to discuss the experience with a member of staff with whom they are comfortable to speak;
- Being reassured;
- Being offered regular support;
- Being assisted to have their self-esteem and confidence restored;
- Where appropriate, (if the student and victim are in agreement) restorative practice strategies may be used (Appendix 1) to allow the victim to explain the consequences of the bullies' actions to them face to face. This is conducted in a safe and supported environment with trained members of staff. Agreements would then hopefully be reached allowing a new relationship to be established.

## **Sanctions**

Bullying in any form will not be tolerated at Our Lady's Catholic College and bullying related incidents will be dealt with seriously. Each incident will be investigated thoroughly and parents will be kept fully informed of the outcome of such investigations. Sanctions applied will depend upon the individual incident but may include:

- Alteration to seating plans within teaching groups
- Lunchtime or after school detentions
- Restricting access to the school site or classrooms
- Isolation from lessons
- Removal from school transport
- Isolation/exclusion from the school site at lunchtime for a fixed period of time
- Transfer of form group or teaching group
- In serious cases the school will consider a fixed term exclusion
- Any other sanction deemed appropriate to the individual case, including permanent exclusion

## **Student digital reporting**

The school operates a text service that students can use to pass on concerns they do not feel comfortable reporting directly to staff in person. The phone number for this is:07470515962

## **Impact Assessment**

Information regarding bullying incidents are recorded and stored centrally and will be monitored regularly by the pastoral leader. Strategies adopted and the outcomes (including long term success) are also recorded allowing the effectiveness of the strategies to be considered.

## **Staff awareness**

All staff are made aware of the anti-bullying policy and sign a receipt to indicate they understand and will follow the procedures. The pastoral leader will initiate training to progress leaders at pastoral meetings, to be disseminated to whole staff in YAM meetings. This policy will be evaluated and reviewed annually.

## **Pupil awareness**

Students will be reminded about the procedure termly , with a specific focus in November (National Anti-Bullying Month) when outside speakers/ SLT will speak during assemblies about our policy, its impact and how situations can be reported and where support can be gained from. Students are encouraged to self-refer to either their Form Tutors or to another member of staff they feel comfortable talking to. These procedures will be regularly reviewed by key members of teaching staff, SENCo, PSO and the pastoral leader

## **Appendix 1**

### **Restorative Interventions – Practice Guide**

#### **Commitment**

Provide an opportunity for those involved where:

- The wrongdoer learns the effect of an action on others
- Those affected are heard and acknowledged
- Responsibility is taken with appropriate actions to make things right
- A positive learning experience is created

#### **Process**

1. First ask the wrongdoer what happened, and to then identify who has been affected and how
2. Next ask the harmed person what happened, to express their feelings and needs
3. Finally ensure everyone understands the outcome and individual responsibilities

#### **Avoid**

- Asking 'Why?'
- Thinking you already know what happened
- Giving your opinion
- Interrupting
- Losing patience
- Leading interventions when you have been affected.

#### **Find out**

- ? What happened?
- ? What were you thinking about when this happened?
- ? Could you tell us what happened?
- ? What did you think when you realised what had happened?

#### **Acknowledge**

- ? Who has been affected by what happened?
- ? How do you think ..... has been affected?
- ? How do you feel about what happened?
- ? What has been difficult about this for you?

#### **Responsibility**

What do you need to happen to make things right?

What do you need to happen next?

What do you need to do to make things right?

What do you think needs to happen next?

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## BULLYING/RACIAL INCIDENT MONITORING FORM

Date:

- Logged on PARS (with specific type of bullying indicated)
- MINOR INCIDENT** complete / copy to PSO
- MAJOR INCIDENT** at this point a member of the SLT to be involved

Name / s of victim / s:	Name / s of alleged bully / bullies:

### What happened briefly

When ?

Where?

Incident?

Anyone hurt?

**Action taken (by initial member of staff)**

Signed

### Parents informed

### Further action taken

- Yes
- No
- Next time

- Yes
- No

If yes, at this point a member of the SLT/ PSO to be involved.

**Action**

**Outcome**

copies of form given to:

- PSO/ PL

Υ Pastoral leader

## Our Lady's Catholic College

### Anti-bullying contract

Our Lady's Catholic College will not tolerate any form of bullying. Any instances of bullying will be logged and punished severely.

Due to instances of bullying occurring it is felt necessary to place \_\_\_\_\_ on an anti-bullying contract to ensure that this doesn't occur again.

It is an expectation that \_\_\_\_\_ will not involve \_\_\_\_\_ in any instance of bullying and will actively dissuade others from carrying out such acts.

#### Sanctions:

Depending on the severity of any bullying incidents that occur the punishments may be as follows:

- 🕒 A day in the exclusion unit
- 🕒 a length of time in the exclusion unit
- 🕒 A period of fixed term exclusion (1-15 days)
- 🕒 A managed move to another school
- 🕒 A referral to the PRU

#### Help and support:

What can we do to help you STOP this detrimental behaviour?

**Pupil signature:**

**Parent signature:**

**PSO/ PL signature:**

**Date:**

JLX: January 2018



## **Further Sources of Information**

DfE Preventing and Tackling Bullying. Advice for School Leaders, Staff and Governing Bodies

DfE Behaviour and Discipline in Schools Guidance

<http://www.education.gov.uk/schools/pupilsupport/behaviour/f0076803/advice-for-headteachers-and-school-staff-on-behaviour-and-discipline>

### **Legislative links:**

Schools' duty to promote good behaviour (Education and Inspections Act 2006 Section 89)

Power to tackle poor behaviour outside school (Education and Inspections Act 2006 Section 89(5))

The Equality Act 2010

### **Specialist Organisations:**

The Anti-Bullying Alliance (ABA): Founded in 2002 by NSPCC and National Children's Bureau, the Anti-Bullying Alliance (ABA) brings together over 100 organisations into one network to develop and share good practice across the whole range of bullying issues.

Beatbullying: A bullying prevention charity with an emphasis on working directly with children and young people. In addition to lesson plans and resources for parents, Beatbullying have developed the Cyber mentors peer support programme for young people affected by cyber bullying.

Kidscape: Charity established to prevent bullying and promote child protection. Advice for young people, professionals and parents about different types of bullying and how to tackle it. They also offer specialist training and support for school staff, and assertiveness training for young people.

Restorative Justice Council: Includes best practice guidance for practitioners 2011.

### **Cyberbullying:**

ChildNet International: Specialist resources for young people to raise awareness of online safety and how to protect themselves.

### **LGBT:**

EACH: A training agency for employers and organisations seeking to tackle discrimination on the grounds of gender and sexual orientation.

Schools Out: Offers practical advice, resources (including lesson plans) and training to schools on LGBT equality in education.

Stonewall: An LGBT equality organisation with considerable expertise in LGBT bullying in schools, a dedicated youth site, resources for schools, and specialist training for teachers. This website will be updated shortly to provide links to further information and organisations on transgender and other issues.

### **SEN/D:**

Mencap: Represents people with learning disabilities, with specific advice and information for people who work with children and young people.

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