

# **Dixons Cottingley Academy**

## **Policy Documentation**

### **Policy: Anti-Bullying**

**Responsibility for Review:**  
**Vice Principal - PDBW**  
**Head of Years**  
**Date of next Review: January 2019**

# Anti-Bullying Policy

## Statement of Policy:

The Academy is committed to providing a caring, friendly and safe establishment for all of our students so they can learn in a positive and secure environment. Bullying of any kind is unacceptable in the Academy. If bullying does occur, all students should be able to inform staff and be confident that incidents will be dealt with promptly and effectively.

## The aims are:

- To prevent the occurrence of bullying
- to create a positive and safe learning environment
- to develop individuals' self-esteem and respect for others
- to have a complete and consistent method for dealing with incidents of bullying
- to resolve bullying by means of reconciliation, support, or sanctions which is directly linked with our Positive Behaviour Policy and Equal Opportunities Policy

## and that:

- all members of the Academy community share an understanding of what is defined as bullying
- all staff share a consistency of response
- staff and students recognise the benefit of taking a stand against bullying
- Governors, parents and other members of the local community are aware of the Academy's policy on bullying
- a high level of awareness of the Anti-Bullying Policy and its aims is maintained through INSET (in-service training), Period 1 and the wider curriculum

The Academy is committed to the Public Sector Equality Duty (April 2011) in that we constantly aim to achieve the following:

- eliminate discrimination, harassment and victimisation of others
- advance equality of opportunity between others
- foster good relations between all, regardless of background

## What is Bullying?

**Bullying is a "wilful, conscious desire to hurt, threaten or frighten someone. Bullying results in pain and distress to the victim".**

Bullying can be:

<b>Physical harm</b>	Pushing, kicking, punching, pinching, any form of violence
<b>Verbal abuse</b>	name-calling, sarcasm, spreading rumours, persistent teasing
<b>Cyber bullying</b>	Sending harmful or cruel text or images using any area of the internet or mobile phones
<b>Emotional abuse</b>	Tormenting, making fun of someone, humiliation, isolation by groups of students from groups or activities, destroying or spoiling work, dirty looks, spreading rumours, demanding money

<b>Homophobic abuse</b>	Unwanted physical contact, abusive comments, particularly related to sexuality
<b>Sexual abuse</b>	Unwanted physical contact, abusive comments, particularly of an inappropriate sexual nature
<b>Racist abuse</b>	Racial taunts or „jokes“ „graffiti“, gestures, making fun of customs, music, accents. Refusing to work with someone of a different cultural background

Bullying is often a series of apparently minor incidents. Tackling these minor incidents will reduce the occurrence of more major or persistent bullying. Minor incidents include:

- name calling
- looks
- „borrowing“ equipment
- one student intimidating another in order to copy homework
- spoiling another student’s work
- pushing in at the dinner queue
- groups of students isolating another by not letting him or her join in
- forcing students to give up their place at a computer

### **Cyber Bullying**

The Academy has a duty to safeguard its students from all forms of bullying, including cyber bullying. Although cyber bullying is not a specific criminal offence, there are laws that can apply in terms of harassing or threatening behaviour.

- Cyber bullying can take place at any time that someone logs on or picks up a phone, and often invades people’s personal time and space
- Cyber bullying can involve a large number of people eg. social networking sites. Images or text messages can be passed quickly from one person to another, or shared websites.
- Cyber bullying can involve a whole range of people who may not normally engage in face to face bullying but feel that bullying through the internet gives them a certain amount of anonymity.
- Cyber bullying can also spiral from a non-bullying action eg. sending a text to one individual that is then passed on to others
- Many cyber bullying incidents leave an evidence trail, eg. text messages, print screens, which can all be used as evidence.

### **Signs and symptoms**

There are a number of possible signs and behaviours which might indicate a student is being bullied:

- Being frightened of journeying to and from school
- Unwillingness to come to the Academy
- Withdrawn, isolated behaviour
- Take an unusual route to school
- Becomes easily distressed and/or stops eating
- Is afraid to use the internet or mobile phone
- Complaining about missing possessions
- Begins to truant
- Feels ill in the morning
- Attempt to self-harm

- Has difficulty sleeping
- Has unexplained scratches, bruises and cuts
- Attempt to gain money for unusual requests (stealing is possible)
- School work begins to deteriorate
- Becomes aggressive, disruptive or unreasonable
- Bullying other students
- Refusal to talk about the problem
- Damaged or incomplete work
- Refusing to work in a group or with another student

Whatever the intensity of the bullying, staff should intervene. All staff should be vigilant at all times. Every incident, however minor it may seem, is crucial for the student involved. Non-intervention condones the bullying;

## **Procedures**

- All staff must be responsive to allegations of bullying
- It is essential that students have the confidence that all allegations are taken seriously and acted upon. The incident will always be investigated and recorded.
- The priority is to give protection and support to the victim
- Staff must make it clear that the bully's behaviour is totally unacceptable – it is important that disapproval is explained in a calm and rational way – avoid bullying the bully
- Investigations will be made to ascertain the reasons for the bully's behaviour and, if possible action taken to alter the behaviour of the bully or bullies
- The victims of bullying should receive support and help to develop strategies for dealing with bullying. In particular, attempts need to be made to rebuild the self-esteem of victims of bullying
- An incident of bullying must be reported to Form Tutors, to inform both the bully's and victim's Form Tutors/pastoral leaders and also be recorded on SIMS.
- Victim's of bullying may end up believing that they deserve to be bullied – they feel powerless and vulnerable – self-esteem can be badly damaged and so it is essential that self-confidence is re-established through appropriate follow-up work, including counselling (or peer mediation for minor friendship problems where appropriate)
- The bully will be supported in recognising their unsociable behaviour and offering support to modify that behaviour
- Sanctions, if appropriate will be decided on the individual incidents and circumstances
- Parents will always be informed of the incident and the outcome
- After an incident, there must be "follow-up" to ensure that the problem does not re-surface. Experience suggests that bullying will not take place again if they know that there will be follow-up. This should take place some 2 weeks after the initial incident and then perhaps some further a term later
- In extreme cases the police will be informed

## **Sanctions**

Depending on the severity of the bullying a range of sanctions are available:

- The bully (bullies) will be asked to genuinely apologise however other consequences may also take place, if possible, the students will be reconciled
- Removal from class
- Internal exclusion
- Withholding participation in school teams, events or trips

- In serious cases, fixed term or even permanent exclusion will be considered
- Police involvement
- After the incident/incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place

## **Bullying within Academy Premises**

### **Serious Bullying Incidents in a Classroom**

If a serious bullying incident occurs in a classroom, when a teacher needs assistance, initially Heads of Department or Heads of Year should be used. Sensitivity towards the victim must be exercised in order that he or she is not further embarrassed in front of his or her peers. Similarly, the bully should not be given the opportunity to become a „hero“.

### **Serious Bullying incidents outside the Classroom**

Appropriate intervention is vital and the victims must be given support and protection. Names or recognisable features of those involved should be obtained and the victim should be allowed to leave or be taken away from the scene – it may be appropriate to take them to the medical room for First Aid. If necessary, help should be obtained from the Head of Year or Senior Staff. Information should be recorded immediately following the behavioural system. Should the bullying incident be severe, it may be helpful to seek the advice and support of the Police Liaison Officer – this must be done through the Head of Year.

## **Bullying Outside of the Academy Premises**

The Principal has the statutory power to discipline pupils for poor behaviour outside of the Academy premises. 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 at home.

Where bullying outside school is reported to school staff, it will be investigated and acted on. The Academy will also consider whether it is appropriate to notify the police of the action taken against a pupil. If the misbehaviour could be criminal or poses a serious threat to a member of the public, the police will always be informed.

### **Safe Havens**

Students must be aware of places to which they can go during non-teaching time where they feel safe. Students can go to; the Heads of Year“, the pastoral office, the library, the CP office or the medical room if they need sanctuary. They should be aware of whom they can contact for support at any time during the day. This can be any member of staff or a member of the peer mentoring team.

### **Parental Involvement**

Following any incident, parents of both bullies and victims should be made aware of the situation and how their actions could help. Pastoral leaders, in consultation with the Head of Year, should involve parents at an early stage whenever it appears that there may be a problem.

### **Academy Anti-bullying Strategy**

Bullying at the Academy will not be tolerated and this message will be reinforced regularly. It is important that tackling bullying is seen as an on-going process which involves all members of the Academy community.

The message will be delivered through:

- Year group assemblies (period 1) from Heads of Year and SLT

- Through the curriculum, posters and advice leaflets Every form
- teacher and classroom teacher
- Students should be constantly made aware that we, as a school, will not tolerate bullying. They must constantly be told that they should not suffer and that any teacher or supervisor is prepared to help. They should always be encouraged to talk to someone.
- Duty staff and lunchtime supervisor should be particularly vigilant when patrolling the school and playgrounds
- Subject teachers will sometimes be able to incorporate an “anti-bully” message in their lessons, eg. in literature, drama, discussions of current affairs etc.
- „Confidential listening” area in CP/Pastoral office
- Positive relationship support programmes in place, eg. positive leadership skills, anger management, assertiveness etc
- Cyber bullying special assemblies and lessons – students to understand the risks of social networking sites and ways to report cyber bullying
- INSET for all staff

It is particularly important for pupils to be encouraged to speak to a member of staff if they experience or know of incidents of bullying taking place.

#### **Help Organisations:**

KIDSCAPE Parents Helpline	0845 1 205 204
Childline	0800 1111
Parentline Plus	0808 800 2222
Bullying Online	<a href="http://www.bullying.co.uk">www.bullying.co.uk</a>

#### **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 the NSPCC and National Children's Bureau, the 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 has developed the Cybermentors peer support programme for young people affected by cyberbullying.
- **Kidscape:** Charity established to prevent bullying and promote child protection, which provides 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.

#### **Cyber-bullying:**

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

