

# **New Fosseway School Anti-Bullying Policy**

## **November 2011**

### **Introduction**

It is a fundamental principal of the school that all members of the school community have the right to feel and be safe. All pupils, students and staff are of equal worth regardless of gender, ethnicity, ability, sexual orientation, circumstances or special need. Our school will be alert to the signs of bullying and will act promptly and firmly against it.

Bullying can be defined as deliberately hurtful behaviour, repeated over a period of time, where it is difficult for those being bullied to defend themselves.

The three main types of bullying are:

- physical (eg hitting, kicking, theft)
- verbal (eg name calling, racist remarks)
- indirect (eg spreading rumours, excluding someone from social groups)
- Cyber bullying: through use of social networking programmes such as facebook

### **Our aim**

- To provide a happy and secure school environment for all students and staff
- To ensure that a climate of openness and trust exists within the school
- To ensure that the school has procedures in place that will identify and deal with bullying; this to include help and support for both the bullied and the bully
- To identify and make training available to all members of the school community on bullying issues
- To incorporate anti-bullying strategies in the PSHCE programme

### **Prevention**

- We make it high profile in the school that bullying is not tolerated
- Care, respect and valuing the individual is encouraged in every class
- Anti-bullying work is part of our PSHCE scheme of work
- We encourage all students and staff to be open and to speak out
- All staff are vigilant to changes in behaviour and indications of stress in pupils

### **How will we tackle bullying when we discover it?**

- Act upon evidence from the very early stages
- Deal with it in strict confidence
- Provide help for both the bullied and the bully
- Use peer support where appropriate
- Work in close partnership with parents and carers.
- Check progress at regular intervals

**The school is committed to ensuring that the principles above are reflected fully in the way bullying is prevented and dealt with.**

### **Guidelines: For ALL members of the school community**

#### *Prevention*

1. **Students: Immediately** tell an adult you can trust if either you or your friends think problems with bullying may be beginning

2. Talk to your parent(s) or guardian if you feel you are being bullied
3. **Staff: Immediately** inform your line manager, the head teacher or the deputy head teacher
4. Don't accept that you must put up with bullying - "it's OK to tell"

#### *Dealing with incidents*

- All complaints of bullying must be taken seriously and action taken as appropriate
- Where a named student or staff member is accused of bullying that person should be spoken to by a responsible adult to ascertain whether they are aware of the affect their behaviour is having on the bullied person
- All staff should be informed where there is a problem with a student, in order that they might monitor closely the interaction between the students concerned and intervene if necessary. This is particularly important at playtimes when activities are less structured. Records should be kept of observed behaviours
- If the bullying student is not capable of understanding or of controlling their behaviour, controls must be put in place to ensure that there is no opportunity for them to harm or intimidate the person who is feeling bullied
- In the event of a complaint by a parent, a member of staff will be allocated to observe the student at all potentially difficult times such as playtimes and their observations recorded in a log, for an agreed period of time, at the end of which the head teacher will report back to the parent
- If there is a suspicion that a student's behaviour indicates that they might be being bullied, all staff should be alerted to observe them to ascertain if this is the case and action taken to protect the pupil as necessary
- Where there is concern that a student might be being bullied outside the school, opportunities should be provided for that pupil to express their fears to a sympathetic adult

#### **Guidelines: For parent(s) or guardians**

##### *Prevention*

1. Liaise closely with the school on all matters relating to student welfare
2. Be vigilant and report to school any incidents you suspect may be bullying

##### ***If your child is being bullied you may have noticed one or more worrying signs:***

- Students may become withdrawn, tearful, may complain of sickness or there may a deterioration in their work
- There may be evidence of physical injury
- Any unexplained change of behaviour may indicate that a student is being bullied

**Parents need to be confident that any complaint of bullying will be investigated, and that they will be informed of the outcome of the investigation.**

##### *Dealing with incidents*

1. Know which member of staff is dealing with particular incidents and know what actions are being taken
2. Support your son/daughter in implementing the agreed strategies the school has put in place
3. Be prepared to meet with parents of the alleged bully, if necessary, to help resolve the situation

If a serious harassment issue develops out of school then inform the police.

### **Guidelines: School Staff**

As part of the school professional development programme all staff, both teaching and non-teaching staff will take part in in-service training on anti bullying strategies at regular intervals.

#### **We will:**

1. Create a climate where bullying is unacceptable within the school community
2. Ensure the consistent delivery of anti-bullying through a comprehensive and appropriate PSHCE programme across the whole school with appropriate differentiation
3. Ensure that students understand what is acceptable and unacceptable behaviour inside and outside the classroom
4. Foster an atmosphere of openness and trust
5. Be proactive and act upon early warning signs. If you have a concern then inform a member of the Senior Leadership Team
6. Liaise regularly with all staff regarding any instances of bullying encountered
7. Ensure records of incidents are kept (see below)

#### **Dealing with incidents**

Assess the situation in conjunction with Senior Leadership to decide the appropriate strategy to adopt. Both the person who feels bullied and the person who is causing them to feel this will need counselling. **A No Blame Approach must be adopted.** If it is agreed that you as Teacher can handle the situation continue as follows:

1. Ensure the student has someone they feel they can talk to. (This does not have to be you)
2. Give time and listen in a sympathetic way. Re-assure the student their concerns are taken seriously
3. Investigate all reported incidents immediately
4. Record all incidents on a school incident pro forma and agree action to be taken by you with student(s), if appropriate, action to be taken by them and by parents and the dates when this will be completed and monitored
5. Make a written note of this on the pro forma
6. Check progress daily after the agreed action is put in place
7. Continue to monitor and take further action if required at regular intervals
8. Keep the Head Teacher or DHT informed

#### **Monitoring and evaluation of incidents**

- Written monitoring of the type, frequency and number of bullying incidents
- Written records of the action taken including support and/or sanctions
- Records will be monitored to provide data for the school Senior Leadership team and Governors
- The school will undertake annual student and staff surveys on attitudes and feelings about the school. This will provide useful data for measuring progress
- The school reserves the right to use, where necessary, a range of sanctions identified in the School Behaviour Policy against students whose pattern of bullying behaviour remains the same

**Summary**

It is important that we recognise that the majority of our school community will not bully other students or staff and demonstrate kindness and understanding towards others. Our community will always make time to listen and help.

**Development**

The Anti-bullying Policy and other supporting documents and polices will be continually developed and reviewed.

**Review**

This policy is reviewed annually.  
Next review date October 2012

**Related policies and documents**

- Behaviour policy
- Child Protection policy
- Acceptable Behaviour in the Workplace Policy
- Equalities and Diversity Policy
- LA Allegations against staff Policy
- Staff Handbook
- Induction Policy
- School Prospectus
- Health and Safety Policy

**Signed:**

**Governor** .....

**Date:** .....

**Head teacher** .....

**Date:** .....

**Date for Next Review: November 2012**