

ANTI-BULLYING POLICY

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| Recommended by: Date: | Standards Committee December 2017 |
| Approved by: Date: | Full Governors December 2017 |
| Review Date: | December 2019 |

CONTEXT

To create an atmosphere where all staff and students feel comfortable, where no individual or group feels threatened and where members of the school community feel valued.

This policy should be read in conjunction with the Academy's policy on Behaviour and Discipline.

POLICY AIMS

- To provide a safe environment for everyone so that learning can take place in a relaxed and secure atmosphere.
- To ensure that the whole school community (students, staff, parents, governors and neighbours of the Academy) have a shared understanding of what bullying is.
- To ensure that the whole school community reacts to bullying in a consistent manner.
- To ensure that procedures for reporting incidents are clear, understood and followed by the whole school community.
- To make it clear to everyone that bullying will not be tolerated in Ossett Academy
- To create a climate in which everyone feels able to tell someone if bullying occurs in the knowledge that he/she will be supported by the whole school community
- To reduce the incidence of bullying in the community

TEACHER RESPONSIBLE – Nominated Assistant Principal

CURRENT POLICY

What is bullying?

Bullying is behaviour which makes people feel uncomfortable or threatened.

It can be a form of:

- **Physical bullying**, e.g. pushing around, punching, kicking, etc - in other words, use of violence
- **Verbal bullying**, e.g. name calling, teasing, spreading rumours, making comments about the appearance or sexuality of others
- **Emotional bullying**, e.g. being unfriendly, excluding, tormenting (e.g. hiding equipment) and making others feel different and unvalued
- **Negative peer group pressure**, e.g. a person being made to do something he/she does not want to do
- **Racial harassment**, e.g. physical assaults, racist graffiti, racist abuse
- **Sexual harassment**, e.g. unwanted or unwelcome physical contact, abusive comments, abusive behaviour
- **Homophobic Bullying**, e.g. unwanted comments regarding the sexuality of others.
- **Cyber Bullying**, e.g. this describes forms of bullying using electronic devices such as mobile phones and computers.
- **Peer on Peer bullying/abuse** (link to Safeguarding Policy) Bullying will not be dismissed as 'banter' or 'part of growing up'. All reported incidents will be dealt with appropriately and is a matter for professional judgement.

Reporting and Recording Incidents

Reporting and recording procedures form an integral part of the policy. They will enable effective monitoring to take place in relation to patterns of individual and group behaviour, the location of bullying 'hot spots' and the frequency of incidents. Staff will then be in a position to react and offer support in an appropriate manner.

Reporting Incidents (Students)

Each student should feel safe to report an incident of bullying to an adult through various means, e.g. verbal, written statement or using the antibullying@ossettacademy.co.uk email address.

Reporting Incidents (Staff)

Staff should respond in a consistent manner by following the guidelines as set out in the document which identifies procedures for:

- dealing with immediate incidents of bullying (all staff)
- dealing with reported incidents of bullying (Pastoral Officer/Learning Leader)

A record of any serious incident of bullying must be kept. These records will be stored electronically. Such records will enable staff to monitor individual and group behaviour and react appropriately.

Dealing with Immediate Incidents (All Staff)

When a member of staff witnesses or suspects he/she has seen an incident of bullying the following procedures should be followed:

- The member of staff must intervene.
- Protection and support must be given to the victim.
- Staff must make it clear to the bully that his/her behaviour is unacceptable and if necessary he/she will be punished, in line with the Academy's Behaviour Policy.
- Staff will be responsible for dealing with minor incidents and keeping Learning Leaders informed of events, preferably in writing or electronically.
- When a serious bullying incident occurs and a member of staff feels the need for additional assistance help should be sought from CTL, Achievement Officer, Learning Leader or a member of Senior Leadership. The Learning Leader must be informed either directly in writing or electronically

Dealing with Reported Incidents (Achievement Officer/Learning Leader)

- The incident must be fully investigated and whenever possible written accounts obtained from all students directly involved. Witnesses may also be asked to write an account of the incident. All incidents recorded in SIMS or Class Charts.

THE MOST IMPORTANT CONSIDERATION IS TO STOP THE BULLYING AND TO TRY TO TACKLE THE UNDERLYING PROBLEM.

- The bully must be made aware of his/her misdemeanour and punished if this is felt to be appropriate, in line with the Academy's Behaviour Policy.

- Parents of both the bully and victim should, in most circumstances, be made aware of the situation and asked for help in counselling the victim and the bully. They should be invited into the Academy to discuss the matter if it is felt to be appropriate.
- An attempt should be made to bring together both parties involved in the incident to try to resolve the problem if that is felt to be appropriate.
- Help from the support agencies, e.g. Educational Psychology Service (EPS), Educational Welfare Officer (EWO), Social Services, should be sought if appropriate.
- If the incident is sufficiently serious to warrant it, the Police Liaison Officer could be called upon.
- Any action taken should be sufficiently serious to make the bully aware of the disapproval of the school community.
- The Learning Leader will keep Form Tutors informed of incidents and action taken.
- A record of the incident and action taken will be kept using the Behaviour Logging System. All such records will be stored in the student's electronic record.

Levels of sanctions and support when dealing with bullying incidents (all types)

| | SANCTION | SUPPORT |
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| LEVEL 1 | Isolation / On report to the Learning Leader (3 weeks) | <p>A restorative meeting will take place with the Learning Leader to identify the problem behaviour, understand potential causes and show bullying is taken seriously.</p> <p>Consideration will be given to classroom seating plans and daily routines. Support meetings will be offered to the victim by the Achievement Officer and monitoring of students.</p> |
| LEVEL 2 | Isolation and Police Liaison Officer involvement | <p>Support will be offered by Sarah Gaskell (Student Support Officer) for the victim. The length of support will be determined by the level of need presented.</p> <p>Restorative intervention and support will be given to the perpetrator, for example regular mentoring sessions will be established.</p> |
| LEVEL 3 | Fixed term exclusion / Step-out / Managed Move / Permanent exclusion | <p>The student support officer will continue to offer support to the victim, liaising with parents. External agencies may also be considered e.g. CAMHS.</p> <p>Restorative support and mentoring will continue to be given. A pastoral support plan (PSP) will be established for students at risk of exclusion. A Common Assessment Framework (CAF) will be used where external agencies are involved.</p> |

Information and Advice for Students

Information and advice is included in the Student Planner. Specific information regarding Cyber Bullying is provided by trained ICT staff and Senior Leaders / Learning Leaders. Information is also provided via assemblies on all aspects of bullying.

Information and Advice for Parents

A leaflet of information and advice is given to parents of students upon entry to the Academy. Parents are asked to sign a reply slip to acknowledge they have received and read this document.

Promotion of the Policy

The policy will be promoted in the Academy and wider community in a variety of ways including:

To Staff through:

The Academy meetings structure.

To Students through:

The student booklet and Planner

School Council working group

Planned curriculum intervention

Developmental work on School Council / Student Leadership teams

Poster competitions

Material available in the school library

On-going electronic survey

To Parents through:

Leaflet of information and advice

Open Evenings

Parents Forum

Online surveys

To the wider community through:

Academy Website

REVIEW AND DEVELOPMENT


The policy will be reviewed annually by:

- Students through School Council
- Staff through the meetings structure
- Standards Governors Committee

MONITORING

This will be done by members of SLT and Learning Leaders through:

- Direct experience of dealing with bullying incidents
- Observation of the effectiveness of procedures
- Analysis of information recorded and stored by Learning Leaders
- Analysis of questionnaires completed by students as and when appropriate
- Full School Bullying Survey completed on line
- Consultation with students through Student Council

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| Signature: Principal |  Alan Warboys |
| Signature: Chair of Governors |  Sonya Strafford |
| Date: | December 2017 |