

ANTI-BULLYING POLICY 2017-18

1. Statement of Intent

Our school is committed to providing a caring and safe environment for all students so that they can learn in a secure atmosphere. Bullying of any kind is unacceptable in our school. If bullying does occur, all students should feel able to tell and know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell the staff.

What is bullying?

Bullying is aggressive or insulting behaviour by an individual or group, often repeated over a period of time, which hurts or harms.

Examples of bullying can be;

Verbal	name-calling, sarcasm, spreading rumours, teasing.
Emotional	being unfriendly, excluding, tormenting (eg hiding books, threatening gestures).
Physical	pushing, kicking, hitting, punching or any use of violence.
Racial	racial taunts, graffiti, gestures.
Sexual	unwanted physical contact or sexual abusive comments.
Homophobic	because of, or focusing on the issue of sexuality.
Cyber	all areas of the internet, such as email and internet chat room misuse of associated technology, i.e camera and video facilities.

2. Staff Procedures

What to do if you think a student is being bullied.

Encourage the student to talk about his/her experience. It may help the student just to be aware that someone else knows.

What to do if a student complains of being bullied.

- Get a complete account of the incident. Are there friends, classmates or witnesses who can verify any accounts?
- Get a written statement from the student.
- If you can identify the bullies as other students from the centre, talk to a member of the management team.
- The bullies should be spoken to regarding the complaint, An informal warning may be sufficient.

- The management team will arrange for a member of staff, chosen by then student either being bullied or at risk of being bullied, to offer support on a continual basis until such time as the student and his/her parent/carer are satisfied that the conditions have returned to normal.
- It may be appropriate to get the bullies and the victim together to give their respective accounts and the propose/agree to a solution - propose that sorting out the problem informally as individuals is preferable to the following scenarios;

Further sanctions (detention, exclusion)

A written record on student's file (affecting future references)

Parents being contacted

Contacting the police if the incident is serious

- It may be appropriate to conduct separate follow up meetings with the victim and bully to ensure that the problems have been solved.

What to do if you see a student being bullied.

- Challenge the students' responsible - recording names and tutor groups.
- Record the incident in writing.
- Depending on the nature of the incident, it may be necessary to call the centre manager who will follow the procedures outlined in the policy.
- Arrange for a meeting to discuss the incident - pointing out possible scenarios. The meetings may involve students (bullies and victims) and any such staff as may be considered appropriate.
- A follow up meeting with the victim must take place to ensure that the situation has been resolved and that the student knows that he/she is supported by our team at the centre.
- A follow up meeting with the bully must take place to ensure that the student is supported in modifying his or her behaviour. Targets may be set and progress towards them reviewed.

Possible signs that a student is being bullied.

- A student may appear unusually withdrawn and uncommunicative.
- He or she may be unable to concentrate in class.
- His or her behaviour may change e.g. a student’s participation in centre and other activities may be lowered.
- He or she may experience psychosomatic complaints.
- He or she may have unexplained cuts/bruises – or give unconvincing explanations.
- There may be unaccountable and repeatable damage or loss to bags, books, equipment and money.
- There may be intermittent and long term absence from centre.
- A student may be truant from centre.

ANTI – BULLYING POLICY FOR STUDENTS

What to do if you are being bullied:

- Find a member of staff that you can talk to. This member of staff will probably be able to help but remember if you want the matter to remain confidential than the teacher may not be able to help.
- Tell your parents/ carer.
- Tell a friend whom you can trust.
- Tell anyone whom you can trust.

Steps to tackle bullies:

- Give as complete an account as you can of what has happened to you.
- Are there friends, classmates or witnesses who can back up your story?
- You may have to give a Witten statement from witnesses.

What you do if you see a student being bullied:

- Find a member of staff and tell them exactly what has happened.
- Challenge the students responsible if you feel that you are able.
- Record the name or names of the bullies.

Possible signs that a person is being bullied:

- A student may appear to be unusually withdrawn or quiet.
- He or she may not be able to concentrate in class.
- His or her behaviour may change.
- He or she may have unexplained cuts and bruises or give unconvincing explanations for these.
- He or she may be bunking off.

Guidelines and advice for headteachers, staff and governing bodies for tackling and preventing bullying: Refer to updated document from The Key.

All members of staff must read and understand the content of the updated document and to use the advice to tackle and prevent bullying within the school.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/623895/Preventing_and_tackling_bullying_advice.pdf

Policy Created on: September 2013

Review Date: September 2014 – No amendments made

Review Date: September 2015 – No amendments made

Review Date: September 2016 – No amendments made

Review Date: September 2017 – Amendment added from www.schoolleaders.thekeysupport.com

Review Date: September 2018