

# Clacton County High School



## Anti-Bullying Policy

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**Higher Expectations, Raising Aspirations**

## CONTENTS

<b>Aim</b>	<b>2</b>
<b>Principles</b>	<b>2</b>
<b>Definition</b>	<b>2</b>
<b>Practice and procedure</b>	<b>3</b>
<b>Students</b>	<b>4</b>
<b>Monitoring and Review</b>	<b>5</b>
<b>What can Staff do?</b>	<b>5</b>
<b>What can Parents do?</b>	<b>5</b>
<b>What can victim do?</b>	<b>6</b>
<b>What can bully do?</b>	<b>6</b>
<b>Further Support</b>	<b>6</b>
<b>Useful Websites</b>	<b>6</b>

## **Aim**

The aim of the Anti-Bullying Policy is to ensure that students have the opportunity to learn in a safe and supportive environment without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it will not be tolerated at Clacton County High School.

***“Relationships are very good. Pupils treat each other with respect and considerable kindness.” Ofsted 2013***

## **Principles**

The school will:

- Adopt a definition of bullying that is agreed across the School and accepted across the local community.
- Have a consistent approach to any bullying incidents that occur.
- Raise awareness of bullying and promote positive relationships based on mutual respect.
- Seek to involve all stakeholders in the implementation and monitoring of this policy.
- Promote positive action to prevent bullying through our PSHEE programme and related activities.
- Provide support for all members of the School Community that may be involved in dealing with an incident of bullying.
- Provide appropriate training for both staff and students, to support the implementation of the policy across the School.
- Ensure fair treatment for all, regardless of age, culture, disability, gender, religion or sexuality, and encourage understanding and tolerance of different social, religious and cultural backgrounds.

## **Definition**

Local Authority Advice and Guidance (June 2009) “Dealing with Prejudice Related Incidents in Schools” defines a bullying incident as;

**“A bullying incident is any incident which is perceived to be bullying by the victim or any other person”**

In addition, students have suggested that bullying is:

**‘A persistent, deliberate attempt to hurt or humiliate someone’**

There may sometimes be a misunderstanding about the meaning of the term ‘bullying’. One-off incidents, whilst they may be very serious and must always be dealt with, do not necessarily fall within the definition of ‘bullying’.

There are various forms of bullying which include:

- Physical – e.g. hitting, kicking, taking belongings.
- Verbal – e.g. name calling, sexist, homophobic or racist remarks, sarcasm, teasing or other hurtful remarks.

- Indirect – e.g. spreading malicious rumours, excluding individuals from social groups, family feuds brought into school.
- Cyber – e.g. use of email, social networking sites, mobile phone messaging to spread rumours, making malicious comments.
- Sexual – e.g. unwanted physical contact or inappropriate/abusive comments.

Students who are being bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness, and taking unusual absences. There may be evidence of changes in work patterns, lacking concentration or truanting from school. Students must be encouraged to report bullying.

All staff must be alert to the signs of bullying and act promptly and firmly against it in accordance with school policy. If unchecked, others may come to see bullying behaviour as acceptable within the School. It is not unknown for victims to become bullies of younger or more vulnerable students than themselves. Bullying can, and frequently does, have long term effects on victims which may affect their adult lives.

### Practice and Procedures

*“Pupils know how to stay safe. They move around the building and site sensibly” Ofsted 2013.*

*“During break and lunch-times large numbers of students gather in the dining hall to eat and socialise in a relaxed and pleasant environment.” Ofsted 2014*

The following steps will be taken when dealing with incidents:

- If bullying is suspected or reported, the incident will be dealt with immediately.
- Large posters are always on display around the school informing students what to do. There are also post boxes situated at Keys Stage offices for students to make anonymous reports of any concerns.
- The member of staff needs to ensure that the student is made to feel safe at the time of disclosure and will then refer the incident to the Pastoral Hub.
- **A member of staff** will gather statements from all concerned and use CCTV images, where applicable.
- An account of the incident will be formally logged by the Pastoral Hub.
- The Pastoral Hub will inform parents and other staff where appropriate.
- Punitive measures will be used, as appropriate, and following consultation with relevant staff.
- **All bullying incidents will be recorded, and reported, in line with the Local Authority Advice and Guidance September 2010. Racist incidents (Form R1), Disabled Incidents (Form DPR) and Homophobic incidents (Form HJPR).**

## Students

***“Pupils say there is a very small amount of bullying, and have a very good idea of what the different kinds of bullying are. They say that the school deals with it quickly and effectively. They would have no hesitation in going to any member of staff, or older pupil, for help if they were worried”  
Ofsted 2013***

Students who have been bullied **can** be supported by:

- Offering an immediate opportunity to discuss the experience with their Pastoral Hub or another member of staff.
- Continuous support in the form of:
  - an invitation to attend a weekly mentoring drop-in and/or
  - an invitation to attend support groups in school in order to restore self-esteem and confidence
  - referral to appropriate health professionals.

Students who have bullied will be helped by:

- discussing what happened
- discovering why they became involved
- establishing the wrong doing and need to change
- informing parents or carers to seek support to help change the attitude of the student.

Bullying is a serious offence and any of the following strategies may be used in line with the Behaviour for Learning Policy:

- official warnings to cease offending
- Restorative Justice (RJ) sessions with the bully and the victim
- detentions – with a written or verbal apology
- isolation – on site or at our offsite provision
- fixed term or permanent exclusion
- referral for counselling
- parent/carer interview with a member of Senior Staff and/or a member of the Pastoral Hub, leading to parental assistance in applying support or strategies or deterrents as necessary
- continued monitoring of victim/bully individually
- referral to external agencies e.g. Social Services, Educational Psychologist.

Within the curriculum, the School will raise the awareness of the nature of bullying through inclusion in PSHE, form tutorial time, assemblies and subject areas, as appropriate, in an attempt to eradicate such behaviour.

## **Monitoring and Review**

This policy is a dynamic document and will be updated as new guidance is produced or, in response to research, review or other events that have not previously been covered in depth. Monitoring of the policy will involve consideration of the following data;

- any reduction in the number of incidents referred for attention;
- monitoring individual victims/bullies with a view to improved circumstances;
- positive feedback from parents, students and staff;
- monitoring of the willingness in students to report instances of concern;
- tracking of incidents to inform future decisions.

## **What can Staff do?**

### **For the victim:**

- Bullying is NEVER the fault of the victim. This must be explained to them.
- 'Telling' is an obligation and NEVER 'grassing'.
- Many victims have low self-esteem. We should deal with bullying in a caring, supportive manner. The Pastoral Hub will offer a range of support services/strategies in consultation with the tutor.
- Victims are kept informed about actions taken. In all cases their parents/carers will be contacted directly by the Pastoral Hub and the student is encouraged to talk at home about it. Parents/Carers' involvement is always encouraged.
- The Pastoral Hub should encourage students to meet with the bully, in the presence of a third party, to make the bully aware of the pain he/she has caused, if appropriate.
- Victims may be asked to keep a detailed diary and to report any incidents immediately.

### **For the bully (managed by the Pastoral Hub):**

- The School insists that bullies are made aware of the pain and distress they have caused. The School will offer support to the bully. The bully is also encouraged to realise the reasoning behind his/her bullying and appropriate follow-up action may be provided to help them.
- Serious bullying or repeated bullying may lead to significant consequences, the most serious of which could be exclusion from school. This would be a last resort.
- It is made clear to the bully that any form of bullying is unacceptable and that the School will not tolerate it. The bully has to offer a meaningful apology.
- The parents/carers are always involved and other agencies might be contacted.
- The bully will be monitored over a period of time.

## **What can Parents do?**

- Encourage positive, non-violent behaviour at all times.
- Be aware of signs and symptoms, particularly a change in normal behaviour.
- Calmly listen to and support your son/daughter.
- Encourage them to let you report it.
- Make a note of what, how, who and where.
- Be aware that ignoring or hitting back can make it worse.
- Support your son/daughter by working with those trying to help.

### **What can the victim do?**

- Know how you report bullying in school and do it.
- DON'T BLAME YOURSELF.
- Try to stay calm and walk away.
- Share your problem with someone you trust.
- Find somewhere safe.
- Note where and when it happens.
- Tell an adult who can do something.
- Listen to suggestions.
- Let the school know what might help.

### **What can the bully do?**

- Ask yourself 'Why do I do it when I know it's wrong?'
- Tell an adult who can do something to help you stop bullying.
- Listen to suggestions.
- Say what might help you to stop.

**IF YOU KNOW SOMEONE IS BEING BULLIED DON'T STAND AND WATCH**

**GET HELP – DO SOMETHING - BE A FRIEND**

#### **Further support:**

Childline 0800 1111

Kidscape 0207 730 33 00

Parentline plus 0800 800 2222

The Samaritans 01473 211

#### **Useful websites for community use:**

[www.childnet.com](http://www.childnet.com), [www.digizen.org](http://www.digizen.org), [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

Children should understand that they must tell an adult if they are being bullied in these ways, that they should not delete any bullying messages or texts, but they should never respond to these.