

CLAVERHAM COMMUNITY COLLEGE



Anti-Bullying Policy

January 2017

Approved:

Date:

Reviewed:

BULLYING: OUR COLLEGE'S VALUES AND BELIEFS:

All pupils and staff have the right to feel happy, safe and included.

Pupils and staff have the right to work in an environment without harassment, intimidation or fear.

All bullying, of any sort, is therefore unacceptable.

Pupils who experience bullying will be supported.

We recognise the effects that bullying can have on pupil's feelings of worth and on their school work, therefore our community will actively promote an anti-bullying environment.

OUR INTENTIONS IN PRODUCING THIS POLICY ARE:

- an expression of our belief that all pupils should be included fully in the life of the College;
- to provide a learning environment free from any threat, or fear, which is conducive to the achievement of individual aspirations;
- to reduce and to eradicate, wherever possible, instances in which pupils are made to feel frightened, excluded or unhappy;
- to reduce and to eradicate, where possible, instances in which pupils are subject to any form of bullying;
- to establish a means of dealing with bullying, and of providing support to pupils who have been bullied;
- to ensure that all pupils and staff are aware of the policy and that they fulfill their obligations to it;
- to meet any legal obligations which rest with the College.

OUR DEFINITION OF BULLYING:

Bullying involves dominance of one pupil by another or a group of others, is pre-meditated and usually forms a pattern of behaviour.

Bullying is,

“The repetitive, intentional hurting of one person or group by another person or group where the relationship involves an imbalance of power. Bullying can be physical, verbal, or psychological. It can happen face to face or through cyberspace.”

Anti-bullying alliance.

Bullying is therefore:

- Deliberately hurtful;
- Repeated, often over a period of time;
- Difficult for victims to defend themselves against.

It can take many forms but the main types are:

- Physical - hitting, kicking, taking another's belongings;
- Verbal - name calling, insulting, making offensive remarks;
- Indirect - spreading nasty stories about someone, exclusion from social groups, being made the subject of malicious rumours;
- Cyber - All areas of the internet, such as email & internet chat room misuse; mobile threats by text messaging & calls. Misuse of associated technology, i.e. camera and video.

Cyber Bullying

Cyber bullying is the misuse of digital technologies or communications to bully a person or a group, typically through messages or actions that are threatening and/or intended to cause offence, anxiety or humiliation.

Behaviour that is classed as cyber bullying includes:

Abusive comments, rumours, gossip and threats made over the internet or using other digital communications – this includes internet trolling.

Sharing pictures, videos or personal information without the consent of the owner, and with the intent to cause harm and/or humiliation.

Hacking into someone else’s email, phone or online profile to extract and share personal information, or send abusive, or inappropriate content while posing as that person.

Creating specific websites that negatively target an individual or group typically by posting content that intends to humiliate, ostracise and/or threaten.

Blackmail or pressurising someone to do something online that they do not want to do.

Cyber bullying will be treated with the same intolerance and in the same ways as of any other form of bullying in the College.

Cyber bullying can be reported through the same channels of communication outlined further on in this policy.

There is more advice in the ICT safe use policy, staying safe online policy, no to bullying advice, which is available on the College website.

<http://www.claverham.e-sussex.sch.uk/policies-and-procedures/>

<http://www.claverham.e-sussex.sch.uk/staying-safe-online/>

<http://www.claverham.e-sussex.sch.uk/no-to-bullying/>

The College will educate pupils about cyber bullying through PSHE lessons, assemblies, outside speakers and our police liaison officer.

The College will endeavour to keep up to date with the internet technologies being used by pupils both within and outside school.

Some forms of bullying are attacks not only on the individual, but also on the group to which he or she may belong. Within the College we will pay particular attention to:

- **Why are Young People Bullied?**

Children and young people are most commonly bullied because of a real or perceived difference:

- **Racist bullying** based on ethnicity, skin colour, language, religious or cultural practices,
- **Homophobic bullying** based on sexuality or gender identity.
- **Disabilist bullying**, the bullying of pupils who have special educational needs and disabilities.
- **Sexual bullying**, unwelcome sexual advances, remarks that are intended to cause offence, humiliation or intimidation.
- **Discriminative bullying** based on any perceived weakness such as children in fostering or care homes, young carers, those with disabled siblings or parents, single parents families, low economic backgrounds, etc.
- **LGBT parents** based on the children of lesbian, gay, bisexual or transgender couples.

- **The Effects of Bullying.**

The effects of bullying are severe and can often continue long into adulthood.

Children who are bullied are more likely to:

- have low self-esteem;
- develop depression or anxiety;
- become socially withdrawn, isolated and lonely;

- have lower academic achievements;
- be unable to form trusting, healthy relationships with friends or partners in the future.

CREATING AN ANTI-BULLYING CLIMATE IN THE COLLEGE

Our College's Behaviour Policy explains how we promote positive behaviour in College to create an environment where pupils behave well. Where pupils take responsibility for each other's emotional and social well-being and include and support each other.

The College has a legal duty under the Education Act 2002, the Education and inspections Act 2006 and the Equalities Act 2010 to prevent and tackle bullying.

Our aim is to promote appropriate behaviour through direct teaching, and by creating an emotionally and socially safe environment where these skills are learned and practiced. Our aim is to create a climate where bullying is not accepted by anyone within the College community.

We recognize that bullying can occur not only on the school premises but also on the journeys to and from school, on trips or after school clubs and via cyber bullying at any time.

Our curriculum will be used to:

- raise awareness about bullying and our anti-bullying policy,
- increase understanding for victims and help build an anti-bullying ethos, and
- to teach pupils how constructively to manage their relationships with others.

Current affairs, literature and historical events will be chosen to reinforce our anti-bullying approach.

Tutorial work, role plays and stories will be used to show what pupils can do to prevent bullying, and to create an anti-bullying climate in the College.

The College website will carry links to Anti Bullying websites and information on what to do if pupils see or experience bullying,

Bullying will not be tolerated and we make this clear in the information we give to pupils and parents when they join our College.

We will use College assemblies to reinforce our message that bullying will not be tolerated.

Periodic poster campaigns will be used on the College notice boards, in form rooms and in classrooms to remind pupils that bullying is not acceptable, and to tell them what to do if they are bullied.

Posters will tell pupils about "Childline" and other sources of confidential help.

We have signed up and committed ourselves to the DfES "Bullying – A Charter for Action".

We have set up a “Post Box” and an email address which allows pupils to report anonymously any specific or general concerns about bullying in the College.

The College takes part in the Anti-Bullying week to raise further awareness.

Our School Council offers a forum in which concerns about bullying can be discussed on a regular basis.

We will provide written guidance to all our pupils to explain what they should do if they are being bullied, or if they see another pupil being bullied. This will be printed in their College Diaries.

To promote good behaviour the College regularly celebrates awareness weeks through PSHE lessons, which seek to raise awareness of diversity in our society.

We will provide written guidance for parents on the signs of bullying and what to do if they suspect their child is being bullied at the College. This is available on the website and regular reminders are sent to parents via the termly newsletter.

We will ask pupils where and when bullying occurs in the College and we will supervise, and try to eliminate any unsafe areas which they report to us.

We will provide support, via the Pastoral Office, for pupils who need help in cultivating self-esteem and emotional development.

We will provide regular training for teachers and non-teaching staff (including mid-day supervisors) on spotting the signs of bullying and how to respond.

The College ensures that there is a rota of staff and senior staff on duty at break, lunch and after school.

The College ensures that there are activities supervised by staff for vulnerable pupils at breakfast time, break, lunch and after school.

THE COLLEGE'S STRATEGIES FOR DEALING WITH BULLYING

- Vigilance by all
- Befriending
- Peer Support
- Mediation by Adults
- Active Listening
- Assertiveness training
- Sanctions as listed in our Behaviour Policy

RESPONDING TO INCIDENTS WHEN THEY OCCUR

Pupils who have been bullied should report this to any member of staff.

Pupils who see others being bullied should report this to any member of staff.

Members of staff who receive reports that a pupil has been bullied must report this to the Head of House.

Reports of bullying will be logged by referral which will be placed in the victims and bullies file.

Where bullying is of a racist nature, we will report this to the Local Authority using the Racial Incident Reporting system.

Where required the College will report incidents to external agencies such as social services or in the case of a safeguarding issue to the College's Local Safeguarding contact.

Written guidance on bullying for teaching and non-teaching staff is provided in the Staff Handbook.

All reports will be taken seriously and will be followed up by the Head of House or the nominated House Tutor.

We will provide support to pupils who are bullied:

- They will be reassured that they do not deserve to be bullied and this is not their fault.
- We will assure them that it was right to report the incident.
- We will encourage them to talk about how they feel.
- We will try to ascertain the extent of the problem.
- We will engage them in making choices about how the matter may be resolved.
- We will try to ensure that they feel safe.
- We will discuss strategies for being safe and staying safe.
- We will ask them to report immediately any further incidents to us.
- We will affirm that the bullying can be stopped and that our college will persist with intervention until it does.
- We will listen to their version of events.
- We will interview the pupil (or pupils) involved in bullying.
- We will talk to anyone else who may have witnessed the bullying.
- We will reinforce the message that bullying is not acceptable, and that we expect bullying to stop.
- We will seek a commitment to this end.
- We will affirm that it is right for pupils to let us know when they are being bullied.
- We will adopt a joint problem solving approach where this is appropriate, and ask the pupils involved to help us find solutions to the problem. This will encourage pupils

involved to take responsibility for the emotional and social needs of others.

- We will consider sanctions under our College's Behaviour Management Policy.
- We will advise pupils responsible for bullying that we will be checking to ensure that bullying stops.
- We will ensure that those involved know that we have done so.
- When bullying occurs, we will contact the parents of the pupil involved at an early stage.
- We will keep records of incidents that we become aware of and how we responded to them.
- We will follow up after incidents to check that the bullying has not started again. We will do this within two weeks, and again within the following half term.
- We will use our internal support mechanisms to support pupils who need emotional support. This could be either through our solution focused advisor or cognitive therapist. If the expertise is not available within the College we will refer to the relevant outside agencies such as CAMHS.

WHEN TOUGHER MEASURES ARE NEEDED

If necessary, we will invoke the full range of sanctions that are detailed in the College's Behaviour Management Policy. These include:

- Removal from the group;
- Verbal rebuke;
- Withdrawal of break and lunchtime privileges;
- Lunch or After school Detention;
- Behaviour report;
- Internal close supervision;
- Withholding participation in College events that are not an essential part of the curriculum.

The range of strategies also includes fixed term and permanent exclusion from College. If the bullying is in the form of a serious physical attack, the College will not hesitate to involve the Police.

OUR RESPONSIBILITIES

Everyone within the College is expected to:

- Act in a respectful and supportive way towards one another.
- Adhere to and to promote the objectives of this policy.

Staff are expected to adhere to the aims of this policy and challenge bullying wherever they may come across it.

Governors are expected to monitor the behaviour within school with particular regard to bullying, ensuring the school is challenging bullying and taking steps to promote an anti-bullying climate with regular data checking to track trends and frequency.

Pupils are expected to:

- Report all incidents of bullying and suspected incidents that victims may be afraid to report.
- Support each other and to seek help to ensure that everyone feels safe and nobody feels excluded or afraid in the College.

Parents can help by:

- Supporting our anti-bullying policy, the home school agreement and school procedures.
- Discussing with their child's teacher any concerns that their child may be experiencing bullying or involved in some other way.
- Helping to establish an anti-bullying culture outside of College.

EVALUATING OUR POLICY

We will evaluate and review our anti-bullying policy on an annual basis or as guidance is issued. When reviewing the policy we will involve pupils, parents, Governors and staff. If concerns are raised about the policy, these will be investigated and the policy adapted if necessary. The review will be carried out using the following measures:

- The numbers of incidents that are reported to staff over a given period.
- Pupils' perceptions of bullying in College through structured discussions in class time.
- Pupils' perceptions of the scale of bullying through periodic questionnaires.
- From the comments received in our anti-bullying "Post Box" and email account.
- We will investigate patterns of absence to ensure that children are not taking unnecessary days off college due to fear of being bullied.
- Outcomes from the safer schools questionnaire.

OWNERSHIP OF THIS POLICY

This policy was drawn up by a working group of staff and pupils, overseen by the School Council.

The policy applies to all staff and to all pupils, whether temporarily or permanently on the College roll.

Bullying: Support staff guidance

What is it?

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Bullying is therefore:

- Deliberately hurtful
- Repeated, often over a period of time
- Difficult for victims to defend themselves against

It can take many forms but the main types are:

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- Cyber - All areas of the internet, such as email & internet chat room misuse; mobile threats by text messaging & calls. Misuse of associated technology, i.e. camera and video.

Some forms of bullying are attacks not only on the individual, but also on the group to which he or she may belong. Within the College we will pay particular attention to:

- Racial harassment and racist bullying;
- Sexual bullying;
- The use of homophobic language;
- Bullying of pupils who have special educational needs or disabilities.

Where is it?

Everywhere:

Classrooms, Corridors, Toilets, Alleys, Buses, Playground, Library, Canteen, Queues.

How do I spot it?

Support staff are in an ideal position to see bullying. Watch for:

- Lone individuals;
- Furtive groups;
- Changes in behaviour;
- Dishevelment;
- Loss of equipment, money;
- Pupils attempting to get into safe areas;

- Pupils attempting to befriend adults;
- Pupils handing items over to other pupils.

Signs and Symptoms

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- Is frightened of walking to or from school;
- Doesn't want to go on the school / public bus;
- Begs to be driven to school;
- Changes their usual routine;
- Is unwilling to go to school (school phobic);
- Begins to truant;
- Becomes withdrawn anxious, or lacking in confidence;
- Starts stammering;
- Attempts or threatens suicide or runs away;
- Cries themselves to sleep at night or has nightmares;
- Feels ill in the morning;
- Begins to do poorly in school work;
- Comes home with clothes torn or books damaged;
- Has possessions which are damaged or 'go missing';
- Asks for money or starts stealing money (to pay a bully);
- Has dinner or other monies continually 'lost';
- Has unexplained cuts or bruises;
- Comes home starving (money / lunch has been stolen);
- Becomes aggressive, disruptive or unreasonable;
- Is bullying other children or siblings;
- Stops eating;
- Is frightened to say what's wrong;
- Gives improbable excuses for any of the above;
- Is afraid to use the internet or mobile phone;
- Is nervous and jumpy when a cyber-message is received;

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.

What can I do?

As you are walking around the College please be vigilant. The more eyes the better.

If you think you might be witnessing bullying, find a member of the teaching staff and report the incident. If it looks serious the reception staff will quickly find a member of staff. All incidents are investigated thoroughly and appropriate action taken in line with our Anti Bullying Policy.

Guidance for Pupils:

All Forms of Bullying are unacceptable!

Your Rights:

At **Claverham Community College** we believe that you have the right:

- to live your life in peace and safety;
- to be an individual and be proud of being different;
- to say "**no**" firmly to anything you think is wrong;
- to protect yourself by ignoring others, or by walking away;
- to tell a member of staff if someone is making you unhappy;
- not to be bullied.

Your Responsibilities:

At **Claverham Community College** we believe you have these responsibilities:

- not to be a bully;
- not to put up with any form of bullying;
- to work with others to stop bullying;
- to inform a member of staff of any form of bullying;
- not to be afraid of reporting any incidents (doing nothing suggests you are supporting bullying);
- not to put up with bullies within your group of friends.

You do not have to put up with bullies.

Tell someone if it happens to you.

Tell if you see it happening to others.

Tell

Tell

Tell

HELP ORGANISATIONS:

The following outside agencies and organisations are available to provide further support to the school, parents, carers and pupils:

Advisory Centre for Education (ACE) 0300 0115142
www.ace-ed.org.uk

Children's Legal Centre 0808 802 0008
www.childrenslegalcentre.com

KIDSCAPE 08451205204
www.kidscape.org.uk

Family Lives 08088 002222
www.familylives.org.uk

Youth Access
www.youthaccess.org.uk

Anti-bullying alliance
www.anti-bullyingalliance.org.uk

Beat Bullying
www.beatbullying.org.uk