

# Anti-Bullying Policy

<b>Policy Title</b>	Anti-Bullying Policy
<b>Policy Created / Amended</b>	Oct 2016
<b>Policy Ratified</b>	
<b>Policy review cycle</b>	2 Years
<b>Policy Review Date</b>	Oct 2018



## **POLICY STATEMENT**

Bullying of any form is not tolerated by Glemsford Primary School Academy, and all staff and students are expected to be committed to this policy. All staff and students should respect each individual and aim to make everyone feel comfortable, both on their way to and from the Academy and within it. There must not be any fear of, or intimidation from, other people, either physical or psychological.

Bullying can occur through several types of anti-social behaviour. It can be:

1. physical – a person can be physically punched, kicked, spat at, etc;
2. verbal – verbal abuse can take the form of name calling, it may be directed towards gender, ethnic origin, nationality, sexuality, physical/social disability, appearance, ability or personality;
3. exclusive – a person can be bullied simply by being excluded from discussion/activities with those they believe to be their friends;
4. damage to property or theft – a person may have property damaged or stolen, physical threats may be used by the bully to coerce the person to hand over the property to them;
5. Sexual – unwanted physical contact or abusive comments
6. cyber – this applies to inside and outside of the Academy through the use of instant messaging, email, text messaging and other internet sites. Appendix 1 contains more information about cyber bullying and the law.

## **PRINCIPLES**

It is important that victims are not made to feel powerless so to this end, victims of bullying will, in the first instance, have a dialogue with an adult to discuss ways in which the situation can best be dealt with and this will include discussion on appropriate sanctions. S/he will also be offered safe areas for breaks and lunchtimes.

Glemsford Primary School Academy will:

1. ensure all students are aware of the nature of the bullying;
2. ensure all students are aware of the measures that will be taken against bullying;
3. inform parents of the Academy's attitude towards bullying via the 'Intake Evening' and the Academy's information booklets;
4. ensure that all staff are aware of the anti-bullying policy and procedures for its implementation, a copy of which will be included in the Policy Folder; and
5. display anti bullying posters throughout the Academy.

## **ROLES AND RESPONSIBILITIES**

It is the responsibility of the Governing Body to establish a policy and procedure for Anti-bullying and to monitor the effects of the procedure. It is the responsibility of the Principal to promote positive relationships in the Academy by encouraging and fostering acceptable standards of behaviour, good personal relationships and a respect for the individual. Any breaches of good conduct and behaviour will be addressed promptly, using informal procedures where possible but implementing formal procedures where necessary. It is the responsibility of all staff to familiarise themselves, and comply, with this policy and procedure with



professional standards. In particular, they should encourage and foster acceptable standards of behaviour, good personal relationships and a respect for the individual.

It is the responsibility of students to develop positive relationships in the Academy and demonstrate acceptable standards of behaviour, good personal relationships and a respect for the individual.

It is the responsibility of parents/carers to support the Academy in encouraging and fostering in their children, acceptable standards of behaviour, good personal relationships and a respect for the individual.

## **PROCEDURES**

### **As a pupil:**

If you suspect someone is being bullied:

1. Take action. Approach the victim, try talking her/him to find out the situation, and refer her/him to victim support.
2. Tell an adult or someone more senior than yourself immediately.
3. Do not be, or pretend to be, friends with a bully.

If you are being bullied:

1. Tell an adult or someone more senior than yourself.
2. Tell yourself that you do not deserve to be bullied, and that it is wrong.
3. Be proud of who you are.
4. Try not to show you are upset, it is difficult, but a bully thrives on someone's fear.
5. Stay with a group of friends, there is safety in numbers.
6. Walk confidently away, go straight to a member of staff.
7. You may feel angry, but rise above it. Don't get involved in a fight.
8. Be proud of who you are.

### **As a parent:**

1. Look for unusual behaviour. For example, your child may suddenly not wish to attend school, may feel ill regularly, or may not complete work to his/her normal standard.
2. Inform the Academy immediately you suspect bullying.
3. Advise your child not to fight back.
4. Reassure your child that there is nothing wrong with her/him.
5. Make sure you and your child are aware of the Academy's Anti-Bullying Policy.
6. Do not get involved personally with other parents.
7. Make sure you talk to your child.

### **As a member of staff:**

1. Record all incidents of bullying on an information sheet and give to the appropriate member of staff.
2. Deal quickly, firmly and fairly with any complaints. Refer to victim support if appropriate.
3. Encourage students and staff to form positive attitudes towards others.
4. Ensure that bullies are counselled and/or sanctioned appropriately.
5. Ensure that victims of bullying are given help, advice and support by appropriate staff or outside agencies.
6. Ensure that all staff, teaching and educational support staff, are given appropriate information and training where necessary, in respect of the Academy's Anti-Bullying Policy.
7. Ensure that the Academy uses any opportunity to discuss aspects of bullying and the appropriate way to behave towards each other, e.g. in the PSHE programme.
8. Encourage the students to be involved in writing the Academy's Code of Conduct.
9. Talk to the suspected victim, the suspected bully and any witnesses.
  - a. The victims will be supported in the following ways:
  - b. By being offered the immediate opportunity to talk about the experience i.e. through victim support
  - c. By the Academy informing the victim's parents/carers.
  - d. By the Academy offering continued support when the victim feels s/he needs it.
  - e. By the Academy taking disciplinary steps to prevent more bullying.

### **The bullies will be disciplined and counselled in the following ways:**

1. By the Academy talking about what happened, to discover the reasons they became involved.
2. By the Academy informing the bullies' parents/carers.
3. By all staff continuing to work with the bullies to get rid of prejudiced attitudes.
4. By the Academy taking disciplinary steps to prevent more bullying.

### **DISCIPLINARY STEPS**

The Academy will take a range of disciplinary steps; these include:

1. An official warning to stop offending.
2. Inform bullies' parents/carers.
3. Give detentions at break, lunch times, or after school.
4. Internally secluded.
5. Exclude from the Academy during break and at lunch times.
6. Exclude from Academy for a fixed period (one or two days).
7. If bullying persists, exclude for a fixed period (up to five days).
8. If bullying persists, recommend a permanent exclusion.

The Academy aims to comply with Section 154 of the Education Act 1996 by maintaining an ethos and environment which will encourage and foster acceptable standards of behaviour, good personal relationships and a respect for the individual.

## **MONITORING AND REVIEW**

To evaluate the effect of our policy on bullying.

- surveys of student perceptions will be undertaken both in the context of PSHE and at other times as required
- parental perceptions will be canvassed, usually within the context of a more general survey
- the results of such surveys of opinion will be shared with staff and SLT / Inclusion Officer and Line Managers will formulate and recommend responses
- other contacts such as the School Nurse and EWO will be asked to keep us informed of any concerns.
- To ensure that the bullying policy is available and understood.
- the Governing Body has been and will continue to be consulted on the Policy and its evaluation (via the Governors' Curriculum Committee)
- a copy to be available in a master document folder in/near the Front Office
- the School Brochure to be specific about our attitude to bullying and how it fits with the School ethos
- all Staff and students to be clear about ethos and procedures

## **IF YOU KNOW SOMEONE IS BEING BULLIED DON'T STAND AND WATCH GET HELP – DO SOMETHING – DO BE A FRIEND**

### **Phone contacts**

Child line	0800 11 11
Kidscape	0207 730 33 00
Parentline plus	0800 800 2222
The Samaritans	116 123

## **APPENDIX A**

### **DEFINITION OF CYBER-BULLYING**

Cyber-bullying is an aggressive, intentional act carried out by a group or individual using electronic forms of contact repeatedly over time against a victim who cannot easily defend themselves.

By cyber-bullying, we mean bullying by electronic media:

- Bullying by texts or messages or calls on mobile phones.
- The use of mobile phone cameras to cause distress, fear or humiliation.
- Posting threatening, abusive, and defamatory or humiliating material on websites, to include blogs, personal websites, and social networking sites.
- Using e-mail to message others.
- Hijacking/cloning e-mail accounts.

### **LEGAL ISSUES**

Cyber-bullying is generally criminal in character. The law applies to cyberspace.

It is unlawful to disseminate defamatory information in any media including the internet. Section 127 of the Communications Act 2003 makes it an offence to send, by public means of a public electronic communications network, a message or other matter that is grossly offensive or one of an indecent, obscene or menacing character.

The Protection from Harassment Act 1997 makes it an offence to knowingly pursue any course of conduct amounting to harassment.

It could also be classed an offence under the Public Order Act 1986 and the Malicious Publications Act 2003.

### **PRACTICES**

Glemsford Primary School Academy regularly updates and trains its students and staff both in the proper use of telecommunications and about the serious consequences of cyber-bullying and will, through PSHE, IT lessons, and assemblies, continue to inform and educate its pupils in these fast changing areas.

Glemsford Primary School Academy endeavours to block access to inappropriate web sites, using firewalls, antivirus protection and filtering systems. We audit IT communications and regularly review the security arrangements in place.

We will support victims and act promptly and, when necessary, will work with the Police to detect those involved and will use the full range of sanctions available to correct, punish or remove students who bully fellow students or harass staff either in or out of school.



## **GUIDANCE FOR STAFF**

If staff suspect or are told about a cyber-bullying incident they must report to a member of the Senior Leadership Team immediately so that appropriate action can be taken.

## **GUIDANCE FOR PUPILS**

If you believe you or someone is the victim of cyber-bullying, you must speak to an adult as soon as possible. This person could be a parent/carer, your tutor, teacher or the safeguarding team.

- Do not answer abusive messages but log and report them.
- Do not delete anything until it has been shown to an adult (even if it is upsetting, the material is important evidence which may need to be used later as proof of cyber-bullying).
- Do not give out personal details or your password.
- Never reply to abusive e-mails.
- Never reply to someone you do not know.
- Stay in public areas in chat rooms.