



THE SNAITH SCHOOL

ANTI-BULLYING POLICY

Introduction

Bullying, harassment and discrimination of any kind are unacceptable at our school. Bullying is the wilful, conscious desire to hurt or threaten or frighten someone else. It should not be viewed as part of everyday life or part of the growing up process that has to be tolerated.

There is a need for a consistent approach to bullying throughout the school so that the same message is delivered. Knowing that incidents will be recognised and dealt with irrespective of personnel gives a clear indication of the importance of the issue and is in itself a form of prevention.

Aims

We aim to be a community in which zero tolerance of bullying is the norm. Staff will aim to establish an anti-bullying ethos by forming and maintaining relationships with each other and pupils which are based on mutual respect and by expecting pupils to do the same.

- To clarify what is meant by “bullying” and raise awareness.
- To create a climate where students who are subject to bullying, harassment or discrimination feel that they can speak to an appropriate person within school.
- To suggest strategies by which bullying can be prevented and dealt with by staff and students.
- To ensure a consistent approach to bullying issues.
- To provide a framework to support an on-going discussion of bullying issues (for example, as part of the curriculum, at tutor times and as part of the CLIVE programme).

What is Bullying?

“Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally” [Preventing and tackling bullying’, DfE, 2011]

Bullying is used to create an imbalance of power between groups or individuals

Forms of Bullying

Physical - physical violence, unwanted physical contact, such as pushing, kicking, hitting or punching

Verbal - name calling, abuse, taunts, spreading rumours, teasing, making personal remarks.

Non-verbal/emotional /psychological - excluding, tormenting, threatening, interfering with possessions;

Cyber - the use of technology, social networking, email, mobile threats by texting and calls, instant messaging, social media sites and misuse of associated technology e.g video and camera. to bully from a distance.

Written- Notes or graffiti

Types of bullying



Bullying can take many different forms and is sometimes motivated by prejudice, for example on grounds of race, religion, gender, sexual orientation or because of a child's home background. It may be motivated by actual or perceived differences between children.

- **Sexual** – unwanted physical contact or sexually abusive comments
- **Racist** – including taunts, jokes, gestures
- **Focused on religion or belief**
- **Homophobic and transphobic** – because of, or focussing on the issue of sexuality including taunts, jokes, gestures eg using 'gay' as a word of abuse
- **Disablist bullying** – including taunts, jokes, gesture
- **Sexist** (including discrimination against transgender) – including taunts, jokes, gestures.

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

Signs and Symptoms

Students may indicate they are being bullied by displaying signs of behaviour. Adults should be aware of these possible signs and they should investigate if a child:

- Is frightened of walking to or from school
- Does not want to go on the school or public bus
- Changes their usual routine
- Is unwilling to go to school (school refusing)
- Begins to truant
- Becomes withdrawn, anxious or lacking in confidence
- Starts to stammer
- Attempts or threatens suicide or runs away
- Begins to self-harm
- Cries themselves to sleep at night or has nightmares
- Feels ill in the morning
- Begins to underperform at school
- 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 bully)
- Has dinner or other monies continually “lost”
- Has unexpected cuts or bruises
- Comes home hungry (money/lunch possibly stolen)
- Becomes aggressive, disruptive or unreasonable
- Is bullying other children or siblings
- Loses appetite
- Is frightened to say what is 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.



Responsibilities

Everyone has a responsibility to stop bullying.

Students

We expect our pupils to:

- Not bully others, or become involved in bullying by, for example, encouraging others to bully.
- Report to an adult if they are being bullied or are a witness to bullying.
- Understand that they have a responsibility to report incidents. Being a silent 'bystander' supports the actions of the bully.

Parents

We ask our parents to support their children and the school by:

- Immediately contacting the school if they know or suspect their child is being bullied; even if the child has asked for 'secrecy'.
- Must contact the school if they know or suspect that their child is bullying another pupil.
- Must share with the school any information they have that bullying is taking place, even if it does not directly involve their child
- Advising their children to report any instances of bullying to their form tutor, pastoral officer or Head of Year.

Staff

We expect all The Snaith School staff to:

- Must always be aware and take action when there are concerns
- Be positive role models for pupils; helping to create an atmosphere of mutual respect.
- Provide pupils with a framework of behaviour which is in line with the school discipline policy and provides clear boundaries.
- Be vigilant to any signs of possible bullying.
- Report and record any incidents or allegations of bullying following the school's procedures outlined below
- Feedback to pupils on the action that is being taken.

Governors

Our governors will:

- Ensure that the school has an anti-bullying policy subject to regular review, once every 2 years
- Must make sure there is an SLT member who has direct responsibility for anti-bullying.
- Monitor the effectiveness of the anti-bullying policy and reported to governors
- Support the school staff in the implementation of this policy.

Procedures

All pupils have clear information within their planners on how to report bullying at The Snaith School.

The bullied student should record the events in writing on the Bullying Incident Record Sheet, preferably with their Student Services officer or Head of Year



The member of staff should assess the nature of the problem and take appropriate action; the bullying incident checklist should be used to make sure all information is gathered.

Available Actions:

- contacting parents
- Information gathered from staff to identify any patterns
- applying appropriate sanctions
- constructing arrangements to discourage future incidents of bullying behaviour
- arranging further support for either the bullied student or the bully as appropriate. It may be at this stage that a formal referral is made to Anti-Bullying officer link for further intervention and support. In practice, pastoral staff should be considering a referral if there is a second occasion of bullying.
- Sharing all information and agreed support with staff.
- Submit the Bullying Incident Sheet to Student Services who will send copies to Head of Year.
- Recorded all incidents on SIMS

Action to prevent, discourage or alleviate bullying behaviour

- We provide restorative practice.
- We provide victim support and education
- We provide support plans
- We provide perpetrator education
- We include discussion of bullying behaviour in our CLIVE programme – as part of the taught curriculum and through assemblies.
- We actively engage with students through Student Voice to gather their views and feeling about bullying patterns and support
- We use anti-bullying questionnaires to assess patterns of bullying.
- We create safe spaces so that vulnerable children can have a haven during lunchtime and breaks e.g. Aspire, Infinity, The Library.
- promoting anti-bullying through discussion and poster campaigns
- We work with outside agencies when appropriate to support either bullied students or bullies
- Duty Staff wear fluorescent yellow duty jackets to ensure students can clearly see who to approach if they need support
- Members of Senior Staff and Pastoral Staff wear blue staff jackets to ensure they are easily Visible
- The wellbeing Ambassadors will support pupils younger and/or potentially vulnerable students

The role of the Anti-Bullying Officer/Pastoral Office

- Be a point of contact for all Head of Year if assistance or advice is required.
 - Investigate incidents of bullying
 - will meet individually with all involved for periodic reviews of the initial incident to make sure that there have been no further issues/incidents, these meetings will be logged, and notes be kept on a database.
 - Parents will also be contacted after every follow up meeting with students for feedback
 - Students are also taught about how to stay safe online.
- Monitoring the impact of the action to prevent, discourage or alleviate bullying behaviour
- Do follow up meetings and periodic reviews with all students involved in incidents of bullying and follow up with phone calls to parents



The role of the SLT link

- Analyse bullying logs to identify target areas and inform whole school development plan
- Responsible for the recruitment, training and deployment of Wellbeing Ambassadors
- Provide data weekly for the weekly Core School Information monitoring form to identify patterns or concerns
- Write a half termly review of all recorded bullying incidents for Senior Leadership Team
- Anti-Bullying policy reviews
- Link with Senior Leadership Team over Anti-Bullying week activities and others through the year.
- will review the bullying database regularly and take appropriate action

Parent questionnaires

- Student questionnaires are used to help identify how students feel about this topic. It is important that students feel safe, and to highlight areas where this may not be the case.



4. Related Policies

Child Protection Policy
Keeping Children Safe in Education
Behaviour for Learning Policy

Policy Author	Mr RJ Wilson
Date Written	11th March 2013
Date Policy Adopted by the Governing Body	September 2013
Date Policy Reviewed	September 2015
Date Policy Reviewed	September 2017
Date Policy Reviewed	September 2019
Date Policy Reviewed	February 2021
Date of Next Review	September 2022



INCIDENTS OF BULLYING - CHECKLIST

- Where an incident occurs separate to school parents will be advised to resolve the matter, involving the police and other support agencies as required
- The following steps may be taken when dealing with incidents. It is recommended that the lead member of staff uses the check list below to ensure all the required steps are taken

Bullying (or suspected bullying) is reported or observed by a member of staff.	
Report incident to Student Services as soon as possible via the on bullying incident record Under the Children Act 1989 a bullying incident should be addressed as a child protection concern when there is 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm'. Where this is the case, the school staff should report their concerns immediately to a designated child protection lead in the school.	
Student Services alerts pastoral officer of the appropriate year group, who will include the information on the database.	
Pastoral Officer or Head of Year or meets with (or ensures that an appropriate adult meets with) the student experiencing bullying behaviour. Details may be added to the bullying incident record sheet	
As required, Pastoral Officer collects statements from other students, including the alleged bully and witnesses using pupil incident forms.	
If there is evidence or admission of bullying, issue appropriate sanctions following behaviour policy.	
Provide opportunity for young person responsible to reflect and consider how they might make amends.	
If no bullying has taken place, or there is insufficient evidence, consider what further action is needed to reassure and meet the needs of those concerned	
Inform the person who has experienced bullying behaviour of outcomes and actions taken. Keep them informed throughout. Provide on- going support. Ensure this is recorded on the bullying incident form	
Inform the young person responsible of outcomes and actions taken, keep them informed throughout. Provide on-going support. Ensure this is recorded on the bullying incident form.	
Pastoral Officer will ensure follow up calls are made at appropriate times. Ensure the date and method of contacting parents is recorded on the bullying incident form and bullying database.	
The Pupils' tutor will be informed by the Head of Year. Teachers will be informed as required by the tutor or the Head of Year.	
Where a criminal offence has been committed, consider reporting the incident to the police via the School Police liaison Officer or inform parents of the target that they may want to do so. If the misbehaviour could be criminal or poses a serious threat to a member of the public, the police will always be informed.	
When responding to cyber-bullying concerns liaise with ICT support staff, contacting the service provider and the police, if necessary. On-line content may be recorded and removed.	
Consider what additional input is required in terms of: proactive work to address prejudice or promote diversity, work with class or year group, assembly, individual or group work with young people concerned, referral to outside agencies etc.	

Even where safeguarding is not considered to be an issue, the school may need to draw on a range of external services to support the student who is experiencing bullying, or to tackle any underlying issue which has contributed to a child engaging in bullying.



Supporting Students

Students who have been bullied will be supported by the following steps as appropriate:

- Offering an immediate opportunity to discuss with their teacher or a member of staff of their choice
- Being advised to keep a record of the bullying as evidence and discuss how respond to concerns and build resilience as appropriate. This might involve referring to a pupil resilience group provided by MIND through our Wellbeing programme.
- Reassuring the student and providing continuous support to restore self-esteem and confidence.
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance.

Students who have bullied will be helped by the following steps as appropriate:

- Discussing what happened and establishing the concern and the need to change
- Informing parents to support improvement and resolution
- Providing appropriate education and support.
- If online, requesting content be removed and reporting account/content to service provider.
- Sanctioning in line with school behaviour policy. This may include official warnings, detentions, removal or privileges, fixed-term and permanent exclusions.
- Speaking with police or local services.



Bullying Incident Report Form

Name

Form Group

Date reported:

Date of incident:

Location and Time of Incident:

Pupil experiencing bullying behaviour:

Pupil/s engaging in bullying behaviour:

Details of Incident: Those engaging in bullying behaviour (please include names of
The bystanders)

Action Taken by Head of Year/Anti-bullying Co-ordinator

Review dates:

Category of incident (circle or highlight) Physical Verbal, Indirect, Cyber, Racial, homophobic, sexual, appearance, Disability, Ability, Gender, LAC, Other

Please forward this to the Student Services who will investigate and record on SIMS.