Alderbrook School | Alderbrook Sixth Form

Anti Bullying Policy

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Anti-Bullying Vision

1   A commitment to bullying prevention is integral to both policy and curriculum in order that staff, students, parents and carers can contribute to a school community in which everyone feels safe. Should any form of bullying occur, early intervention strategies will address the issue and will do so in a way that minimises the risk of the bullying incident recurring.

2   The DfE document, "Preventing and Tackling Bullying" (July 2017) defines bullying as: "behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally."

3   It may involve the following:

- Physical threats or violence
- Verbal intimidation or abuse
- Non-verbal, mental or emotional abuse or pressure
- Written/cyber bullying e.g. notes graffiti, text messages, emails, social networking.
- Sexual or racial harassment

4   Anyone may be a potential target of bullying.

5   Certain groups are particularly vulnerable to bullying. In particular, individuals may be singled out on account of their:

- race
- age
- religion, belief and culture
- SEN or disabilities
- appearance or health conditions
- sex
- sexual orientation
- gender reassignment
- pregnancy or maternity condition

6   The following groups may also be subject to bullying

- young carers or looked-after children
- students who are more able in one or more curriculum area

7   Members of the school staff may bullied by students, parents or other member of staff

8   Bullying may be verbal, physical, emotional or online (cyberbullying)

Leadership Responsibilities to Prevent Bullying

9   In working towards the eradication of bullying Alderbrook Trustees will:

- make a written statement of general principles after appropriate consultation
- produce an annual profile
- implement a race equality policy
- have a disability equality scheme
- establish procedures for dealing with complaints
- safeguard and promote the welfare of all students and staff

10 The headteacher of the school will:

- determine the rewards, consequences, and behaviour management to be used to tackle bullying
- develop an anti-bullying policy which will include measures to encourage good behaviour and prevention of bullying
- publicise the policy amongst parents and students
- ensure the maintenance of good order and discipline

11 All staff will:

- Listen carefully to and investigate all allegations of bullying and cyber-bullying.
- Support all students who have been the victims of bullying and cyber-bullying.
- Help students who have bullied to understand the effects of their action and behaviour on others and then to alter their behaviour by support structures.
- Contact and involve parents / carers at an early stage. Apply appropriate consequences when necessary using a staged approach.
- Use peer groups to actively discourage bullying and encourage disclosure.
- Ensure that the school curriculum, as delivered, actively discourages bullying behaviour. Form time is an important place to discuss the part students can play to prevent bullying, including what to do when they find themselves as bystanders
- Help students to develop a positive self-image and positive strategies for coping.
- Record incidents in a consistent way that allows for monitoring of behaviour.
- Seek support from external agencies if appropriate, such as the Educational Psychology Service, SISS, Solar, Children's Service
- Monitor any reported bullying activity and advise students how to deal with bullying and of the support in place. This will be done by Form Tutors.
- Make students aware of cyber-bullying both by phone and computer.

Preventative Action

12 Students' social and emotional skills will be developed through tutor periods and the pastoral intervention programmes amongst other strategies.

13 Opportunities created as a part of the curriculum will be used to raise awareness of students to bullying. They will be encouraged to consider the feelings and needs of the bullied and the bully. These opportunities will be created explicitly through the PSCHE programme in Key Stages 3, 4 and 5.

14 Tutor and teaching groups will be encouraged to contribute to class expectations, including those against bullying.

15 Staff and students will be consulted and educated to gain a common understanding of what types of behaviour constitute bullying.

16 It will be made clear, both implicitly and explicitly, that bullying is an unacceptable form of behaviour which will not be tolerated in the school under any circumstances.

17 All staff will show, by example, positive ways of communicating with others and reward students for demonstrating these behaviours themselves

18   Staff will be alert to the possibility that certain areas of the school and certain times are particular problems and, if identifying an issue, will alert senior staff, who will make appropriate arrangements for additional supervision.

19   Staff on duty at break, lunch and after school will maintain a high profile in and around the school, as far as is possible. Attention will be paid to isolated areas.

20   The school policy on bullying will be communicated to all school staff, students, parents and other appropriate members of the community, and their help sought in preventing bullying.

21   Staff of the school will be given appropriate guidance and regular training to ensure that they have the skills to tackle bullying behaviour.

Identifying Bullying

22   Every effort will be made to ensure that incidents of bullying are identified and dealt with at an early stage.

23   All reports of bullying will be taken seriously and the situation investigated thoroughly.

24   Students will be encouraged to report cases of bullying of themselves or others to a member of teaching staff or the Pastoral Team. When they do so, every effort will be made to protect their confidence as far as possible.

25   Students may report an incident of bullying verbally or in writing, using the school's proforma. If necessary, students may report incidents with the support of their parents and carers.

26   Teachers and non-teaching staff will be aware of the school's policy on bullying and their responsibilities should an incident be reported to them.

27   Information from students about bullying incidents will be shared on a 'need to know' basis.

28   Staff should be alert to behaviour which may suggest bullying is taking place and will follow up any such indications to find out if a problem exists.

29   Parents who feel that their child is being bullied will be encouraged to discuss the matter with a Form Tutor, Pastoral Managers or Head of Year.

30   Information will be provided on the school website for parents to learn more about the effects of bullying on young people and strategies for avoiding or combating bullying.

Cyberbullying

31   Cyberbullying is considered by the school to be as unacceptable as any other form of bullying. (see point 20 ABK Behaviour Policy)

32   The school's Acceptable Use Policy will outline the rules and responsibilities of use and sanctions for the misuse of technologies in school.

33   All students will be taught the importance of responsible use of technologies in Computing lessons when they join the school and this will be reinforced regularly during their time in the school.

34   IT Support will be used to filter inappropriate websites, which might be used with the intention of bullying other students.

35   Any member of staff who discovers or has reported to them cyberbullying or other offensive material on online environments will report the discovery of offensive or upsetting material to The Pastoral Team, Head of Year or the Assistant Headteacher with oversight of the year group.

36   Steps will be taken to remove immediately any offensive material posted on the school's website or any other platforms associated with the school. Any material removed may however be securely retained by the school's IT support staff in case it is later required by a third party for investigation.

37   Incidents of cyberbullying will be logged in the same way as other forms of bullying, with the details of the type of technology used in the incident.

38   Students involved in cyberbullying will be subject to the same sanctions as those applied for any bullying incident.

39   Data collected on cyberbullying will be used to monitor the effectiveness of the school's prevention activities.

40   Where possible, events such as Information Evenings will be used to offer education to parents and carers on how to prevent students from becoming either victims or perpetrators of cyberbullying.

Bullying outside school premises

41   Students can be disciplined for misbehaving outside the school premises to such an extent as is reasonable. This can include bullying incidents occurring anywhere off the school premises, such as on school or public transport, outside the local shops, or in residential areas.

42   Where bullying outside school is reported to school staff, it will be investigated and acted upon. The headteacher will consider whether it is appropriate to notify the police or anti-social behaviour coordinator of the action taken against a student. If the misbehaviour could be criminal or poses a serious threat to a member of the public, the police will be informed.

Working with the wider community

43   The school will work with the wider community such as the police, where bullying is particularly serious or persistent and where a criminal offence may have been committed.

The Bullied Student

44   Encouragement will be given to students to report to staff incidents in which they are bullied and they will be supported to ensure that they are not victimised for doing so. Targeting of students who report bullying incidents will be treated as a serious disciplinary matter.

45   Bullied students will be treated with respect and their concerns taken seriously. Every effort will be made to ensure that the student does not have undue attention placed upon them in front of other students.

46	Support, counselling or intervention programmes will be offered to students for whom this is thought appropriate. This may be through peer mentors, pastoral staff, teachers or external agencies.

47	Formal and informal opportunities will be made to check on students who have been bullied to ensure that their situations have been dealt with effectively.

48	Staff will make parents aware of incidents involving their child, which the school considers to be bullying. Parents of both parties will be contacted. Parents should be aware that because of the need to thoroughly investigate incidents, there may be a time lag between an incident being reported and contact being made with parents.

49	Parents of a child who has been persistently bullied will be invited into the school to discuss the matter with a Head of Year or another senior member of staff.

50	There will be a follow-up discussion with a bullied child, including the parents if appropriate. At this discussion, each party will have the opportunity to give feedback and an update on the situation.

The Bullying Student

51	In the first instance, staff will work with the student who has bullied to endeavour to change the self-image, attitudes and behaviour which have resulted in bullying. The co-operation of parents may be sought in this. As part of this process, the bullying student will be expected to complete the 'Diversity' intervention programme. This programme will make the bullying student aware of the seriousness of their actions and the possible consequences. A sanction will also be put in place following the first instance of bullying.

52	Parents of a child involved in a bullying incident will be informed as soon as possible and made aware of the nature of the incident and of their participation in restorative work.

53	Where necessary, further support will be offered to students who have problems which lead them to bully others. Those involved may be Pastoral staff, Head of Year, SLT, School Counsellor or external agencies as considered appropriate by student, parents and the school.

54	Following the standard, supportive interventions, more serious sanctions will be taken against students who have been involved in physically or mentally bullying other students.

55	Parents will be informed following further instances of bullying by their son or daughter and, where appropriate, a meeting with parents will be arranged to discuss ways of preventing further incidents of bullying.

56	If, following the school's best efforts, students find that they are unable to modify their behaviour and stop bullying, the sanction of exclusion from school may have to be applied. At this stage the school will continue to provide intervention and support as considered necessary.

57	Alternative provision or permanent exclusion for a student are the final sanctions which may be applied following persistent bullying by that student.

58	In the case of a severe incident of bullying, immediate severe sanctions may be imposed.

Students with Special Educational Needs

59   Staff dealing with a bullying incident will seek to determine whether any student involved has special educational needs which may affect their capacity to deal with the situation.

60   Advice and support will be sought from the Learning Support Faculty when dealing with students with special educational needs who have been involved in a bullying incident.

61   Appropriate steps will be taken to ensure that students with special needs are given the support needed to deal with the situation.

62   A student who needs a supporter to deal with the process will be provided with an appropriate person.

63   Students will be given the time they need to be able to communicate the issues and their feelings.

64   Alternative methods of communication will be available to students where appropriate such as scribe or computer technologies.

65   Throughout the process, staff dealing with the matter will ensure that the student feels that they have been understood.

Recording Incidents of Bullying

66   All reported incidents of bullying will be recorded on Class Charts / SIMS

67   Numbers of bullying incidents will be reported to SLT on a regular basis by the DSL.

68   The Pastoral Team will work with SLT to identify patterns of bullying behaviour, to plan preventative work and to ensure that strategies for dealing with bullying are effective. (see "How to Raise a Concern" in the ABK Behaviour Policy)

Bullying in the Workplace

69   Staff complaints of bullying will be dealt with according to the SMBC Resolutions policy.

Related Policy

Behaviour and Exclusion Policy.

Review

This policy will be reviewed annually.