

The Bromfords School and Sixth Form College



Anti-Bullying Policy

Introduction

The Bromfords School and Sixth Form College is committed to providing a caring, friendly and safe environment for all our students to enable them to learn in a calm and secure atmosphere. Bullying of any kind is unacceptable in our school. If bullying does occur, all students should be able to feel comfortable and safe in telling a member of staff, confident in the knowledge that the incident will be dealt with promptly and effectively. We encourage staff, parents and students to promote the ethos of 'telling' in order that all members of our community feel safe, secure and supported.

We must understand that:

- Bullying Occurs. No school is immune and this must be recognised;
- Bullying is unacceptable and causes considerable distress to individuals and their families;
- Research has shown that the single most important thing a school can do to prevent bullying is to have a clear policy which staff, students and parents are committed to.

Definition

"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 2017).

It is important to understand that bullying is defined by the impact on the person being bullied, not just the intention of the perpetrator. Bullying is the intentional, repetitive or persistent hurting of one person by another/others, where the relationship involves an imbalance of power. However, single incidents of hurtful behaviour may still leave the targeted student fearful of repetition and should always be addressed. This is particularly relevant to cyberbullying, when a single incident may have an ongoing impact.

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

- **Physical:** when a person is for example, punched, kicked, hit, spat at;
- **Verbal:** can take the form of name calling, the use of aggressive language or tone, laughing at and/or ridiculing someone. It includes harmful comments about a person's appearance, race, religion, gender, sexual orientation, etc.;
- **Exclusion:** a person is bullied if he/she is excluded from discussion/activities with those they believe to be their friends, by being excluded from group work, by being ignored or 'sent to Coventry';
- **Damage to property or theft:** a person's property is intentionally damaged, hidden or stolen, verbal or physical threats to coerce the person to hand over property to the bully/bullies;
- **Threats:** to hurt someone, damage their property or get them into trouble, etc.;
- **Cyberbullying:** including posting or sending inappropriate, offensive or degrading text messages, social media updates, emails or instant messages via the internet, setting up websites designed to embarrass or upset individuals or excluding them from social networking sites;
- **Racially motivated bullying:** Which would additionally be reported as a racist incident;
- **Passive participation and collusion** by bystanders also need to be considered as bullying/harassment.

All staff and students should show respect to each individual and aim to make everyone feel comfortable both on their way to and from school and within it. There must be not be any fear of, or intimidation from, other people either physically or psychologically. Staff must be aware of their own actions, language and body language, and the effect these can have on a student's confidence.

The Bromfords Anti-bullying Code

Staff promise to:

- Take reports of bullying seriously and pass on all incidents;
- Deal sensitively and quickly with all bullying incidents;
- Record all bullying incidents;
- Support the victim(s) of any bullying;
- Help those involved in bullying to understand its damaging effects;

Students promise to always:

- Report any bullying incidents (inc cyber-bullying) to a member of staff in the school eg: your Tutor/Head of Year/Anti-bullying Ambassador/someone you trust who will inform a member of staff;
- Always treat others with the same respect as you would wish.

As a school community we promise to work together to create a school where bullying is NEVER acceptable and always tackled whenever it occurs.

Preventing and responding to bullying incidents

Preventing bullying

The school has a strong ethos which encourages all members of the school community to take responsibility for personal behaviour and actions and to treat one another with respect and kindness. This is reinforced through the school's core values of PRIDE. These values are promoted in school through, for example, assemblies and form time. An anti-bullying ethos is also reinforced through curriculum opportunities.

Responding to bullying

- Sit down with the student and listen to his/her account of the incident, allowing the student to fully express his/her feelings relating to the incident. Reassure the student that they have done the right thing by reporting the incident(s);
- Agree with the student that the incident will be referred immediately to the appropriate person – usually the Head of Year;
- Make a decision as to whether the student is able to return to class or needs to remain with a member of staff while the incident is being investigated;
- Heads of Year will gather evidence and keep written accounts from everyone who has been involved or who has witnessed the incident and involve parents/carers at the earliest opportunity;
- A list of actions to be taken to deal with the perpetrator(s) will be determined. This may include discussion, restorative justice and/or sanctions;
- Heads of Year will inform the student and parents/carers how the incident is being dealt with and check that they are satisfied that this has been effective;

- We will talk to the student at all times about how they feel and whether they require further support.

A Bullying Incident Form (Appendix A) will be completed, along with any other documentation relating to the incident. The incident will also be included in the school's Bullying Log. If appropriate, the SLT Year Link and/or Head of Lower/Upper School and/or Deputy Head and Headteacher will be informed.

The support given to students who have been bullied will be decided by the Head of Year and Head of Lower/Upper School.

The sanctions applied to each case of bullying will depend on the extent and severity of the incident. The Head of Year will discuss this with the Head of Lower/Upper School and possible sanctions will include detentions, internal exclusion, Saturday detention, fixed-term exclusion and the possibility of a permanent exclusion in cases of serious and persistent bullying.

It should also be recognised that students who bully often need support as well. There may well be personal, social, intellectual, physical and other individual reasons why students bully and reactions to bullying should be guided by individual needs.

In managing such situations, the school will have regard to current legislation with regard to equal opportunities.

Bullying that occurs outside of school

The Headteacher has a specific statutory power to discipline pupils for poor behaviour outside of the school premises (Section 89(5) of the Education and Inspections Act 2006.)

Where bullying outside school is reported to school staff, it should be investigated and acted on, using the procedures above. This may include sharing information with other schools if the perpetrators are not from this school.

Incidents involving mobile phones and social networks may also be investigated if students and parents have followed initial guidance about age restrictions, blocking and reporting.

The Head of Pastoral/SLT Link should also consider whether it is appropriate to notify the Police of the actions taken against a student. If the misbehaviour could be criminal or poses a serious threat to a member of the public, the police should always be informed.

COMPILED BY: J EDWARDS	ISSUE: 3
APPROVED BY: _____ Chair of Local Governing Body Date: September 2018	REVIEW DATE: SEPTEMBER 2019

Appendix A

Bullying Incident Form

Name.....Form.....

(Student reporting)

Name.....Form.....

(Other student(s) involved)

Date of Incident:..... Location and time of incident.....

Reported to.....

Indicate type of incident(s)- please tick one or more boxes

Verbal abuse	<input type="checkbox"/>	Isolation(including being ignored or left out)	<input type="checkbox"/>	Physical abuse	<input type="checkbox"/>
Having personal possessions taken/causing damage to personal property	<input type="checkbox"/>	Cyberbullying(including text messages,emails,social network sites)	<input type="checkbox"/>	Being forced to hand over money	<input type="checkbox"/>
Being forced into something against their will	<input type="checkbox"/>	Spreading rumours/ nasty notes	<input type="checkbox"/>	Homophobic bullying	<input type="checkbox"/>
Other Please specify	<input type="checkbox"/>				

Brief description of incident(s)

Advice given/action taken by member of staff who logged this complaint

Date parents/carers have been informed.....

Informed by phone/email/letter

Date parents/carers of other students informed.....

Informed by phone/email/letter

Signed to acknowledge that action discussed and agreed by member of staff and student

Name.....Signed.....Date.....

Name.....Signed.....Date.....

Restorative process

Names of people present:
Date:
Brief description of process and outcome

Signed in agreement to the restorative process discussed (incl staff present)

Name.....Signed.....Date.....

Name.....Signed.....Date.....

Name.....Signed.....Date.....

Date parents/carers of student reporting

Informed by phone/email/letter

Date parents/carers of other student(s) involved

Informed by phone/email/letter