

Anti Bullying Policy

Heathcote School and Science College



Approved by: Governors **Date:** 01/06/16

Last reviewed on: June 2016

Next review due by: January 2018

Anti Bullying Policy

We are committed to providing a caring, friendly and safe environment for all of our students so they can learn in a relaxed and secure atmosphere and are valued. Bullying of any kind is unacceptable at our school. If bullying does occur, all students should be able to tell and know that incidents will be dealt with promptly and effectively.

This Policy sets out what Heathcote School and Science College should do, and the legal duties they must comply with, to safeguard and promote the welfare of children.

This Policy underpins the following Government legislation:

- The Education Act 2002
- The Equality Act 2010
- The Special Educational Needs and Disability Act 2001
- The Race Relations (Amendment) Act 2000
- The Disability Discrimination Act 1995

And the statutory guidance or departmental advice

- Keeping children safe in education
- Preventing and tackling bullying
- Anti-bullying procedures for primary and post primary school 2013

We are a **TELLING** school. This means that *anyone* who knows that bullying is happening is expected to tell the staff. . They are encouraged to talk and are listened to.

Bullying is threatening or dominating behaviour towards an individual or group, by an individual or group, with the deliberate intention to hurt, intimidate or frighten. This is usually, but not always repetitive. Bullying can take many forms these include:

- Physical – hitting, kicking, taking belongings
- Verbal – name calling (which is the most common form of bullying), insulting, or making offensive remarks
- Intimidation – Aggressive body language, facial expressions or the tone and language used against someone
- Indirect – spreading nasty stories, notes or drawings about someone, exclusion from social groups, being made the subject of malicious rumours, graffiti, whispering insults about someone loud enough for them to hear or giving them the “silent treatment”
- Psychological - lowering of a person’s self-esteem or confidence through demanding money or property, threatening behaviour, taunting or teasing
- Social – not being spoken to or being left out of activities
- Cyber Bullying– is sending malicious emails, messages, or photographs using ICT normally mobile phones, on social networks or instant messenger. It can occur day or night. If a one off message or picture appears on a social network site where it can be viewed by multiple people this is classified as bullying. Making silent , hoax or abusive calls. It is creating fake accounts, hijacking or stealing online identities to embarrass or cause trouble using their name. It also covers explicit messaging known as sexting.

- Identity Based - such as ethnicity, gender including transgender, homophobic, racist, family status including the traveller community, religion, disability, SEN or medical condition.
- Damage to property – bullying occurs when someone’s property is damaged, broken, stolen or hidden on more than one occasion. Even repeatedly throwing the contents of a pencil case on the floor.

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect.

Bullying flourishes:

- where it is explicitly and implicitly ignored
- when students receive the impression that it is something they should be able to sort out for themselves
- when victims are seen as bringing it upon themselves
- **when there is an inconsistent approach to tackling bullying across the school community.**

We have a responsibility to respond promptly and effectively to issues of bullying.

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 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
- unwilling to talk or is secretive about their online activities and mobile use

- is spending much less time texting, gaming or using social media
- is nervous & jumpy when a cyber message is received
- after texting or being online seems withdrawn, upset or angry
- gives improbable excuses for any of the above

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

Procedures

- We have a responsibility to respond promptly and effectively to issues of bullying
- All students should be encouraged to report incidents of bullying their tutors, Learning Managers in Room 123, or any member of staff.
- Students can also report bullying by email to the studenthelpline@heathcote.waltham.sch.uk
- In cases of serious bullying the incidents will be recorded by staff.
- In serious cases the parents should be informed and will be asked to come in to a meeting to discuss the problem

Prevention

The school promotes safe relationships and personal resilience in students and students know that bullying is not acceptable. The school helps students to keep themselves and other safe. We do this by

- writing a set of school rules
- information about bullying in the school planner
- signing a behaviour contract
- writing stories or poems or drawing pictures about bullying
- PSHRE lessons looking at bullying, personal relationships including Sex Education
- encouraging discussion about LGBT (Lesbian, Gay, Bisexual and Transgender), arranging awareness events and inclusion of LGBT posters on notice boards when applicable
- reading stories about bullying or having them read to a class or assembly
- making up role-plays
- having discussions about bullying and why it matters
- ICT lessons/assemblies explaining what is acceptable on line and how to stay safe
- ICT acceptable use policy, included in planner signed and agreed by pupils and parents
- Safer schools police officer/team helping to counter bullying on the journey to and from school
- SEND (Special Educational Needs and Disabilities) are encouraged and included, especially with the Hearing Impaired Unit in the school. Basic sign language is taught to new students and available for staff to learn Transition is helped by the member of staff in charge of transition visiting Primary schools with a member of the SEN department to get information and arranging extra visits to our school before they join
- Encouraging tolerance through events like Black History Week
- Encouraging awareness, co-operation and tolerance through many subjects i.e. English, History, Geography, Art, Drama and P.E.

Procedures for Investigation

- All staff should report any incidents of bullying using the bullying report form. (appendix 1)
- Bullying behaviour or threats of bullying must be investigated and the bullying stopped as quickly as possible. To do this parents should be informed as early as possible and asked, with their child, to co-operate with any investigation and assist the school in repairing relationships
- If a group is involved they should be interviewed separately to begin with, and if necessary obtain written statements
- If possible teachers/ staff should try to resolve any bullying issues without proportioning blame
- Incidents are best discussed privately to begin with, sometimes including students that are not directly involved as a source of information
- In cases of serious bullying, the incidents will be recorded by staff, and parents contacted. If unresolved in 20 school days the Head teacher should be informed if he/she has not already been consulted
- In serious cases parents will be asked to come in for a meeting to discuss the problem, and help the school support the student

Outcomes

- If an incident/s has been determined as bullying the student/s should be encouraged to see the situation from the other students' point of view
- The bully (bullies) may be asked to genuinely apologise
- In serious cases, suspension or even exclusion will be considered and discussed only with the student concerned and their parents
- If possible, the students should be reconciled, if agreeable by both parties
- In order to achieve reconciliation students maybe involved in restorative justice meetings.
- After the incident / incidents have been investigated and dealt with and feedback given to all parties involved, each case will be monitored to ensure situations do not escalate again
- If an incident is unresolved in 20 school days the Head teacher should be informed if he/she has not already been consulted

Support of Students affected by Bullying

There are many forms of support available to students affected by bullying:

- Learning Manager/Head of Year
- Tutors
- LBWF Social Inclusion Team
- School Counsellor
- Friendship Groups
- Eastside Academy
- Safer School Officer
- Restorative Intervention Office (RIO)
- Inclusion Manager
- 6th Form Mentors
- Peer Mentors
- Nominated Keyworkers

Depending on the incident any or all of the above facilities are available to ensure a programme of support for a student that has been bullied or is exhibiting bullying behaviour.

For further information consult:

Bullying Online

www.bullying.co.uk

Visit the Kidscape website

www.kidscape.org.uk

Visit the Stop Bullying website

www.stopbullying.gov

NSPCC

www.nspcc.org.uk

Bullying Report

Heathcote School and Science College

Name of Student reporting Bullying:	Tutor Group:
Name of pupil(s) being bullied:	
How can we contact you? (please circle choice) At school: Yes/ No At home: Yes/ No Email: Yes/ No Telephone: Yes/ No Please provide contact details:	

Describe briefly what happened/ is happening:
Where and when did/does it happen?
Who was doing the bullying? If there was more than one person involved what did each one of them do?
Did anyone else see it happen, if so who?
How often is the bullying taking place?
How long has it been going on?

If you are being bullied how does it make you feel? If you are reporting bullying that is happening to someone else how do you think it makes them feel?

If you are being bullied are you being physically hurt? If you are reporting bullying that is happening to someone else are they being physically hurt?

As a result of the bullying have you or those being bullied needed medical help?

Have you told anyone else about the bullying? Please write their name next to who they are in the list below:

Parent/carer:

Brother/sister:

Other family member:

Friend:

Teacher:

Key worker:

Youth worker:

Doctor/nurse:

Police / Community Support Officer:

Other (please say who):

If you haven't told anybody else, what has put you off doing so?

If you are being bullied what sort of help and support would you like? For example peer mentoring, mediation.

Do you have any worries now that you have reported this bullying?

**This form when completed should be sent to, posted or handed to Students
Tutor or Learning Manager**