

ANTI-BULLYING POLICY

Executive Summary:

- This is a local policy which is based on the DfE's guidelines and The Key.
- This policy is based on DfE guidance "Preventing and Tackling Bullying" July 2017 and supporting documents.
- It also takes into account the DfE statutory guidance "Keeping Children Safe in Education" 2018.
- It is recommended that this policy should be reviewed every three years.

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Policy objectives:

- This policy outlines what The Misbourne (referred to in this policy as the school) will do to prevent and tackle all forms of bullying.
- The school is committed to developing an anti-bullying culture where the bullying of children and young people is not tolerated in any form.

1. Responsibilities

It is the responsibility of:

- The Headteacher to communicate this policy to the school community, to ensure that disciplinary measures are applied fairly, consistently and reasonably.
- School Trustees to take a lead role in monitoring and reviewing this policy.
- All staff, including: trustees, senior leadership, teaching and support staff, to support, uphold and implement this policy accordingly.
- Families to support their children and work in partnership with the school.
- Students to abide by the policy.
- Visitors to abide by the policy.

2. Definition of bullying

- Bullying is “behaviour by an individual or a group, repeated over time that intentionally hurts another individual either physically or emotionally”. (DfE “Preventing and Tackling Bullying”, July 2017).
- Children can abuse other children. This is generally referred to as peer on peer abuse and can take many forms. This can include (but is not limited to) bullying (including cyber bullying), sexual violence and sexual harassment, upskirting, physical abuse such as hitting, kicking, shaking, biting, hair pulling or otherwise causing physical harm; sexting and initiating/hazing type violence and rituals. (Keeping Children Safe in Education September 2018).
- Bullying can also include: name calling, taunting, mocking, making offensive comments; taking belongings; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours.
 - Cyber bullying can include sending offensive, upsetting and inappropriate messages by phone, text, instant messenger, through gaming, websites, social media sites and apps, and sending offensive or degrading photos or videos.
 - Bullying can be emotionally abusive; it can cause severe and adverse effects on children’s emotional development.

3. Forms of bullying covered by this policy

Bullying can happen to anyone. This policy covers all types of bullying including:

- Bullying related to race, religion, nationality or culture
- Bullying related to SEND (Special Educational Needs or Disability)
- Bullying related to appearance or physical/mental health conditions
- Bullying related to sexual orientation (homophobic and transgender bullying)
- Bullying of young carers, children in care or otherwise related to home circumstances
- Sexist, sexual and transphobic bullying
- Bullying via technology, known as online or cyberbullying

4. School ethos

The school recognises that bullying, especially if left unaddressed can have a devastating effect on individuals; it can create a barrier to learning and have serious consequences for mental wellbeing.

By effectively preventing and tackling bullying, our school can help to create safe, disciplined environment, where students are able to learn and fulfil their potential.

Our Community:

- Monitors and reviews our anti-bullying policy and practice on an annual basis.
- Supports staff to promote positive relationships, to help prevent bullying.
- Recognises that some members of our community may be more vulnerable to bullying and its impact than others; being aware of this will help us to develop effective strategies to prevent bullying from happening and provide appropriate support, if required.
- Will intervene by identifying and tackling bullying behaviour appropriately and promptly.
- Ensures our students are aware that bullying concerns will be dealt with sensitively and effectively; that everyone should feel safe to learn and abide by the anti-bullying policy.
- Requires all members of the community to work with the school to uphold the anti-bullying policy.
- Reports back to families regarding concerns on bullying, dealing promptly with complaints.
- Seeks to learn from good anti-bullying practice elsewhere.
- Utilises support from the Local Authority and other relevant organisations when appropriate.

5. Responding to bullying

The following steps may be taken when dealing with all incidents of bullying reported to the school:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached or witnessed the concern. The member of staff will report this onto the pastoral team (Form Tutor or Head of Year) and potentially the safeguarding team (if the safety of the student is a cause for concern – see below).
- The school will provide appropriate support for the person being bullied – making sure they are not at risk of immediate harm and will involve them in any decision-making, as appropriate.
- All parties involved will be spoken to (this includes the victim [target], the perpetrator[s], witnesses and bystanders), to gain factual information regarding what has been said/done.
- The Designated Safeguarding Lead (DSL) will be informed of all bullying issues where there are safeguarding concerns.
- The school will inform other staff members, and families, where appropriate.
- Sanctions (as identified within the school behaviour policy) and support for individuals will be implemented, in consultation with all parties concerned.
- If necessary, other agencies may be consulted or involved, such as: the police (if a criminal offence has been committed) or other local services including early help or children's social care (if a child is felt to be at risk of significant harm).
- Where the bullying takes place off school site or outside of normal school hours (including cyber bullying), the school will ask for the families to report to the police (as is their right) or other external agencies (where appropriate) for investigation.

- The school will ask for the individual and families to report this online to the service provider itself.
- The school will ask to be updated on the actions taken by the family in this instance as the bullying incident is interpreted as potentially affecting the child in school.
- In such cases, appropriate action will be taken, including providing support for the child. There may be action taken by the school in accordance with the school behaviour policy.
- However, it should be noted that advice from external agencies such as the police is advised by the school in these circumstances as the school's jurisdiction with regards to bullying relates to within the school site and in normal school hours, including school related activities.
- In such circumstances, a clear and precise account of the incident may be recorded by the school in accordance with existing procedures. This will include recording appropriate details regarding decisions and action taken. This will take place when there are safeguarding concerns related to the incident.

Cyberbullying

When responding to cyberbullying concerns, the school will:

- Act as soon as an incident has been reported or identified.
- Provide appropriate support for the person who has been cyber bullied and work with the person who has carried out the bullying to ensure that it does not happen again.
- Encourage the person being bullied to keep any evidence (screenshots) of the bullying activity to assist any investigation.
- Take all available steps where possible to identify the person responsible. This may include:
 - looking at the use of the school systems;
 - identifying and interviewing possible witnesses;
 - contacting the service provider and the police, if necessary.
- Work with the individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation.

This may include:

- Support reports to a service provider to remove content if those involved are unable to be identified or if those involved refuse to or are unable to delete content.
- Confiscating the students' electronic devices, such as mobile phones, in accordance with the law and also the school behaviour policy.
 - The electronic device may be passed onto the police or relevant external agency as a result as part of an investigation.

(Note: The school will ensure they access the DfE 'Searching, screening and confiscation at school' and Childnet Cyberbullying guidance to ensure that the schools powers are used proportionately and lawfully).

Requesting the deletion of locally-held content and content posted online if they contravene school behavioural policies.

- Ensure that sanctions are applied to the person responsible for the cyberbullying; the school will take steps to change the attitude and behaviour of the offender, as well as ensuring access to any additional help that they may need.
- Inform the police if a criminal offence has been committed.
- Provide information to staff and students regarding steps they can take to protect themselves online.

This may include:

- advising those targeted not to retaliate or reply;

- providing advice on blocking or removing people from contact lists;
- helping those involved to think carefully about what private information they may have in the public domain.

Sexual violence or sexual harassment

The initial response to a report from a child is important. It is essential that all victims are reassured that they are being taken seriously and that they will be supported and kept safe.

A victim should never be given the impression that they are creating a problem by reporting sexual violence or sexual harassment. Nor should a victim ever be made to feel ashamed for making a report.

All reports of sexual violence or harassment should follow the referral process for safeguarding and child protection at the school.

Discrimination

Harassment on account of race, gender, disability or sexual orientation is unacceptable and is not tolerated within the school environment.

All staff are expected to deal with any discrimination incidents that may occur at any time whilst on school site or when staff and students are representing the school on a trip or visit.

They are expected to know how to identify and challenge prejudice and stereotyping; and to support the full range of diverse needs according to a student's individual circumstances.

Any discriminatory incidents are dealt with by the member of staff present, escalating to a Head of Year / Senior Leader where necessary.

What is a discriminatory incident?

Harassment on grounds of race, gender, disability, sexual orientation or other factors such as socio-economic status, can take many forms including verbal or physical abuse, name calling, exclusion from groups or games, unwanted looks or comments, jokes and graffiti .

A racist incident is defined by the Stephen Lawrence Inquiry Report (1999) as: 'Any incident which is perceived to be racist by the victim or any other person'.

Types of discriminatory incident

Types of discriminatory incidents that can occur are:

- Physical assault against a person or group because of their colour, ethnicity, nationality, disability, sexual orientation or gender;
- Use of derogatory names, insults and jokes;
- Racist, sexist, homophobic or discriminatory graffiti;
- Provocative behaviour such as wearing racist, sexist, homophobic or discriminatory badges or insignia;
- Bringing discriminatory material into school;
- Verbal abuse and threats;

- Incitement of others to discriminate or bully due to victim’s race, disability, gender, or sexual orientation;
- Discriminatory comments in the course of discussion e.g. food, music, religion, dress etc;
- Refusal to co-operate with other people on grounds of race gender, disability or sexual orientation.

Responding to and reporting incidents

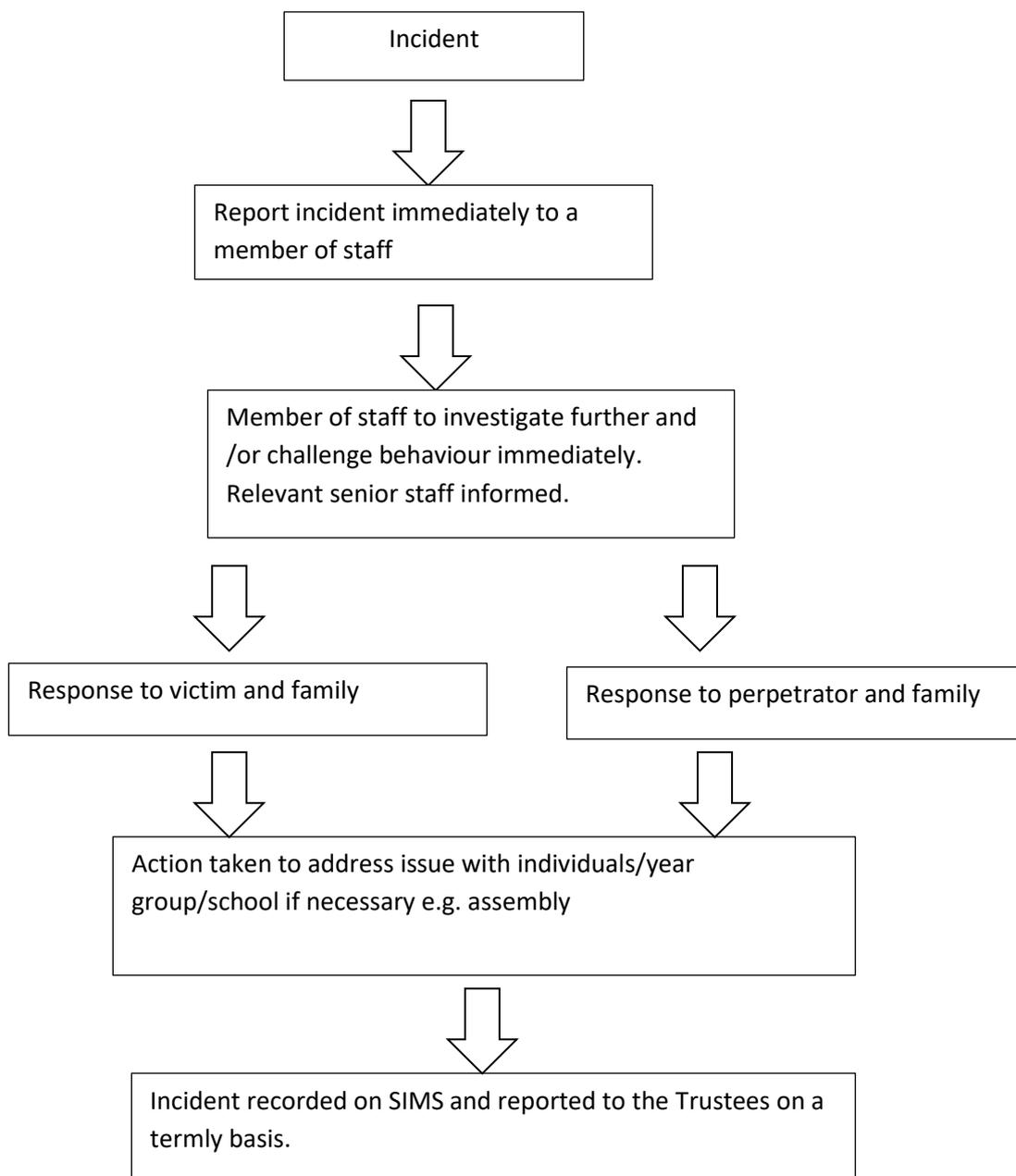
It should be clear to students and staff how they report all incidents.

All staff, teaching and support, and students should view dealing with incidents as vital to the wellbeing of the whole school.

There is no national requirement for schools to report any discriminatory incident that occurs at school to any external bodies, whether these incidents involve students or not.

However, there is a requirement to report such incidents on an annual basis. This school reports such incidents on a termly basis to the Trustees within the Headteacher’s report.

Responding to and reporting incidents



Where an allegation is made against a member of staff the allegation will be referred to the staff discipline and grievance policy, the Code of Conduct and other relevant guidance and policies.

Supporting students

Students who have been bullied will be supported by:

- Reassuring the student and providing continuous support.
- Offering an immediate opportunity to discuss the experience with a member of staff
- Being advised to keep a record of the bullying as evidence and discuss how respond to concerns and build resilience as appropriate.
 - Working towards restoring self-esteem and confidence.
 - Providing on-going support; this may include: working and speaking with staff, engaging with families and advising families of support from external counselling.
 - Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this could include support through Early Help or Specialist Children's Services, or support through Child and Adolescent Mental Health Services (CAMHS).

Note: Specific guidance is available for school leaders regarding dealing with complaints made on social networking sites by parents/carers: <http://www.kelsi.org.uk/child-protection-and-safeguarding/e-safety>

Students who have perpetrated the bullying will be helped by:

- Discussing what happened, establishing the concern and the need to change.
- Informing families to help change the attitude and behaviour of the child.
- Providing appropriate education and support regarding their behaviour or actions.
 - If online, requesting that content be removed and reporting accounts/content to service provider.
 - Sanctioning, in line with school behaviour policy; This may include official warnings, detentions, removal of privileges (including online access when encountering cyber bullying concerns), internal exclusions and fixed-term or permanent exclusions.
- Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this may include involvement from the Police or referrals to Early Help, Specialist Children's Services, or Child and Adolescent Mental Health Services (CAMHS) as appropriate.

6. Preventing bullying

Environment

The whole school community will:

- Create and support an inclusive environment which promotes a culture of mutual respect, consideration and care for others, which will be upheld by all.
- Recognise that bullying can be perpetrated or experienced by any member of the community, including adults and children (peer on peer abuse).
- Openly discuss differences between people that could motivate bullying, such as: religion, ethnicity, disability, gender, sexuality or appearance related difference.

- Also children with different family situations, such as looked after children or those with caring responsibilities.
- Challenge practice and language which does not uphold the values of tolerance, non-discrimination and respect towards others.
- Be encouraged to use technology, especially mobile phones and social media positively and responsibly.
- Work with staff, the wider community and outside agencies to prevent and tackle concerns including all forms of prejudice-driven bullying.
- Actively create “safe spaces” for vulnerable children and young people, e.g. the pastoral and SEND areas.
- Celebrate success and achievements to promote and build a positive school ethos.

Policy and Support

The whole school community will:

- Provide a range of approaches for students, staff and families to access support and report concerns.
- Regularly update and evaluate our practice to take into account the developments of technology and provide up-to-date advice and education to all members of the community regarding positive online behaviour.
- Take appropriate, proportionate and reasonable action, in line with existing school policies, for any bullying brought to the school’s attention, which involves or effects students, even when they are not on school premises; for example, when using school transport or online, etc.
- Implement appropriate disciplinary sanctions; the consequences of bullying will reflect the seriousness of the incident, so that others see that bullying is unacceptable.
- Use a variety of techniques to resolve the issues between those who bully, and those who have been bullied.

Education and Training

The school community will:

- Train all staff, including: teaching staff, support staff (e.g. administration staff, and site support staff) and pastoral staff, to identify all forms of bullying and take appropriate action, following the school’s policy and procedures (including recording and reporting incidents).
- Consider a range of opportunities and approaches for addressing bullying throughout the curriculum and other activities, such as: through displays, assemblies, peer support, the school/student parliament etc.
- Provide systematic opportunities to develop students’ social and emotional skills, including building their resilience and self-esteem.

7. Involvement of students

We will:

- Involve students (for example, via assemblies and PD lessons) to ensure that they understand the school’s approach and are clear about the part they have to play to prevent bullying.
- Canvas children and young people’s views on the extent and nature of bullying.
- Ensure that all students know how to express worries and anxieties about bullying.
- Ensure that all are aware of the range of sanctions which may be applied against those engaging in bullying.

This may include official warnings, detentions, removal of privileges (including online access when encountering cyber bullying concerns), internal exclusions and fixed-term or permanent exclusions.

- Involve students in anti-bullying campaigns in school.

- Publicise the details of internal support, as well as external helplines and websites.
- Offer support to students who have been bullied and to those who are bullying in order to address the problems they have.

8. Involvement and liaison with families

We will:

- Involve families to ensure they are aware that the school does not tolerate any form of bullying.
- Make sure that key information about bullying (including policies and named points of contact, i.e. the pastoral team) is available to families.
- Ensure all families know who to contact if they are worried about bullying and where to access independent advice.
- Work with all families and the local community to address issues beyond the school gates that give rise to bullying.
- Ensure all families know about our complaints procedure and how to use it effectively, to raise concerns in an appropriate manner.

9. Monitoring and evaluation

The Trustees will annually review a report from a member of the Senior Leadership Team on instances of bullying during the year to ensure that procedures are adequate (referring to the termly Headteacher's Report).

10. Links with other school policies and practices

This policy is based on DfE guidance "Preventing and Tackling Bullying" July 2017 and supporting documents.

It also takes into account the DfE statutory guidance "Keeping Children Safe in Education" 2018.

This policy links with a number of other school policies, practices and action plans including:

- Behaviour policy
- Complaints policy
- Child protection policy (Safeguarding)
- Online safety (E-safety) and IT policy
- Mental Health policy
- PSHE Links to legislation

There are a number of pieces of legislation which set out measures and actions for schools in response to bullying, as well as criminal and civil law.

These may include (but are not limited to):

- The Education and Inspection Act 2006, 2011
- The Equality Act 2010
- The Children Act 1989
- The Education (Independent School Standards) Regulations 2014
- Protection from Harassment Act 1997
- The Malicious Communications Act 1988

- Public Order Act 1986

11. Useful links and supporting organisations

- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Childline: www.childline.org.uk
- Family Lives: www.familylives.org.uk
- Kidscape: www.kidscape.org.uk
- MindEd: www.minded.org.uk
- NSPCC: www.nspcc.org.uk
- The BIG Award: www.bullyinginterventiongroup.co.uk/index.php
- PSHE Association: www.pshe-association.org.uk
- Restorative Justice Council: www.restorativejustice.org.uk
- The Diana Award: www.diana-award.org.uk
- Victim Support: www.victimsupport.org.uk
- Young Minds: www.youngminds.org.uk
- Young Carers: www.youngcarers.net
- The Restorative Justice Council: www.restorativejustice.org.uk/restorativepractice-schools SEND
- Changing Faces: www.changingfaces.org.uk
- Mencap: www.mencap.org.uk
- Anti-Bullying Alliance Cyberbullying and children and young people with SEN and disabilities: www.cafamily.org.uk/media/750755/cyberbullying_and_send_-_module_final.pdf
- DfE: SEND code of practice: www.gov.uk/government/publications/sendcode-of-practice-0-to-25 Cyberbullying
- Childnet International: www.childnet.com
- Digizen: www.digizen.org
- Internet Watch Foundation: www.iwf.org.uk
- Think U Know: www.thinkuknow.co.uk
- UK Safer Internet Centre: www.saferinternet.org.uk
- The UK Council for Child Internet Safety (UKCCIS) www.gov.uk/government/groups/uk-council-for-child-internet-safety-ukccis Race, religion and nationality
- Anne Frank Trust: www.annefrank.org.uk
- Kick it Out: www.kickitout.org
- Report it: www.report-it.org.uk
- Stop Hate: www.stophateuk.org
- Tell Mama: www.tellmamauk.org
- Educate against Hate: www.educateagainsthate.com/
- Show Racism the Red Card: www.srrtc.org/educational LGBT
- Barnardos LGBT Hub: www.barnardos.org.uk/what_we_do/our_work/lgbtq.htm
- Metro Charity: www.metrocentreonline.org
- EACH: www.eachaction.org.uk
- Proud Trust: www.theproudtrust.org
- Schools Out: www.schools-out.org.uk
- Stonewall: www.stonewall.org.uk Sexual harassment and sexual bullying
- Ending Violence Against Women and Girls (EVAW) www.endviolenceagainstwomen.org.uk

- A Guide for Schools: www.endviolenceagainstwomen.org.uk/data/files/resources/71/EVAWCoalition-Schools-Guide.pdf
- Disrespect No Body: www.gov.uk/government/publications/disrespectnobody-campaign-posters
- Anti-bullying Alliance: advice for school staff and professionals about developing effective anti-bullying practice in relation to sexual bullying: www.anti-bullyingalliance.org.uk/tools-information/all-about-bullying/sexualand-gender-related

Note: Additional links can be found in 'Preventing and Tackling Bullying' (July 2017)
www.gov.uk/government/publications/preventing-and-tackling-bullying