

Great Baddow High School ANTI-BULLYING POLICY AND PROCEDURE

1. Statement of Intent

1.1. Great Baddow High School aims to comply with Section 22 of the Education (No 2) Act of 1986 by maintaining an ethos and environment which will encourage and foster acceptable standards of behaviour, good personal relationships and respect for the individual. To this end, bullying of any form is not tolerated by the school, and all staff and students are expected to be committed to this policy. This policy contains advice articulated in guidance document and reflects the aims of the new Equality Act 2010 and the Children Act of 1989.

Everyone at Great Baddow High School has the right to participate in any activity and attend classes without being hindered by the behaviour of any other person or group.

2. Definitions (taken from DfE guidelines)

2.1. Bullying is any behaviour which repeatedly over time sets out to hurt or belittle someone; that makes them feel ashamed, unhappy or afraid. 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 – which can take the form of name-calling, the use of aggressive language or tone or laughing at and/or ridiculing someone. It includes harmful comments about a person's appearance, race, religion, sexual orientation, etc.;
- exclusion – a person is bullied if s/he 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, get them into trouble, etc.;
- cyber-bullying – where ICT, particularly the internet & mobile phones, is used to deliberately upset someone else.

2.2 Normally when behaviour is identified as bullying there will be some aspect of inequality between the bully and the victim. Conflict between equals, where poor behaviour is exhibited by both sides, while it can still be hurtful and damaging, can be classed as peer conflict rather than bullying. This is still unacceptable and will be dealt with seriously by the school. However, it may not necessarily be dealt with in the same way as more one-sided bullying.

2.3. If there is a racist element to the bullying, this should be recorded as a racist incident.

2.4 Similarly, if there are homophobic or other hate elements to bullying this should be recorded in the relevant log.

2.5 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 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 effects these can have on a student's confidence or self-image.

3. Great Baddow High School will:

- Inform parents of the school's attitude towards bullying at, for example, Open and Intake Evenings.
- Ensure that all staff are aware of the anti-bullying policy and procedures for its implementation and are trained to deal with incidents.

- Ensure that all students are aware of the nature of bullying, the school's anti-bullying policy, and measures that will be taken against bullying.
- Ensure that students are aware that if they are part of a group that makes anybody feel ashamed, unhappy or afraid, they are involved in bullying. The pastoral day programme and special in-house events will be used to educate students about bullying
- Ensure that staff are fully aware of students with disabilities and special educational needs and that they may be adversely affected by negative attitudes to disability and perceptions of difference.

4. Procedures

As a student if you suspect someone is being bullied:

- Take action. Watching and doing nothing is tantamount to participation
- Tell an adult or someone you can trust to take action
- Do not support the bully, through word or deed, in his/her actions

5. If you are being bullied:

- Tell an adult, a peer supporter or prefect
- Tell yourself that you do not deserve to be bullied and that it is wrong
- Be proud of who you are; remember that you are unique and special
- Try not to show the bully that you are upset; it is hard but a bully thrives on someone else's fear
- Stay with a group, if possible in view of others; there is safety in numbers
- Be assertive: say 'No!'; walk away, go straight to a member of staff
- Do not get involved in a fight. Use only reasonable "self-defence" if you feel that violence is imminent
- Remember that telling someone who can help is a form of standing up for yourself

6. As a parent:

- Be observant of unusual behaviour. If your son/daughter shows a sudden reluctance to attend school, feels ill regularly, fails to complete work to the usual standard or keeps asking for extra money.
- Inform the school immediately, via your child's tutor or head of year, that you suspect bullying.
- Advise your child not to fight back but to stand up for himself/herself by informing someone who will help.
- Reassure your child that there is nothing wrong with him/her.
- Make sure you and your child are aware of the school's Anti-bullying Policy

7. As a school:

- Treat all individuals fairly by making it clear that the allegation/incident is being taken seriously and that appropriate action will be taken.
- Make a distinction between bullying and other forms of poor, unpleasant or inappropriate behaviour, e.g. peer conflict, but deal with all such behaviour quickly and fairly.
- Deal quickly, firmly and fairly with any complaints.
- Record all instances of bullying/suspected bullying or allegations of bullying in the school's bullying log and pass it to the relevant Head of Year.
- Encourage students/staff to demonstrate positive attitudes towards others through being a role model and through tutor time, and by treating students respectfully.
- Ensure that bullies are counselled and/or punished fairly; bullies often lack self-esteem and/or are repeating negative behaviour which has been done to them.
- Ensure that victims of bullying are given help, advice and support by appropriate staff (SENCO, Head of Year, Assistant Head of Year, Tutor, mentors) or outside agencies such as Directions, counsellors and the school nurse.
- Ensure that all staff, teaching and associate, are given appropriate information and training where necessary, in respect of the school's anti-bullying policy and that the school remains abreast of new developments, research and initiatives.
- Ensure that the school uses any opportunity to discuss aspects of bullying and the appropriate way to behave towards one another e.g. through pastoral days, drama and assemblies.

- Ensure that the school strives to raise the self-esteem, confidence and assertiveness of all students through the celebration of success, provision of a wide range of extra-curricular opportunities and through the development of interpersonal skills.

8. Action to be taken by a member of staff if bullying is suspected:

Help, support and counselling will be given, as appropriate, to both victims and bullies. Talk to the suspected victim, the suspected bully and any witnesses. If any degree of bullying is identified, the actions from the list below will be taken.

8.1 The victim will be supported by:

- Being offered the immediate opportunity to talk about the experience.
- The school informing the victim's parents/guardians.
- The school offering continued support when the victim feels s/he needs it.
- The Head of Year / Assistant Head of Year / Tutor/Teacher taking appropriate and reasonable steps to ensure they are safe.
- The Head of Year / Assistant Head of Year / Tutor taking disciplinary action to prevent a recurrence of bullying.
- Being given feedback and assurance that action has been taken and how to respond to any future incidents.

8.2 The bully/bullies will be disciplined and helped in the following ways:

- By the Head of Year/ Assistant Head of Year/Tutor/SLT member talking about what happened in order to discover the reasons they became involved and identifying strategies to support change. These may include raising self-esteem and offering counselling and/or anger management strategies
- By the school informing the bully's parents/carers who may be invited into school to discuss the issue
- By all staff continuing to work with bullies to eliminate prejudiced attitudes and inconsiderate and unpleasant behaviour
- By the Head of Year/ Assistant Head of Year/Tutor/ SLT member taking one or more disciplinary steps described below to prevent more bullying

9. Disciplinary steps:

- An official warning to stop offending
- The instigation of a Pastoral Support Programme
- Inform parents/guardians
- Formal meeting with student, parents/guardian and members of the pastoral team
- Use of school behaviour policy BFL.
- Fixed term exclusion
- Permanent exclusion if the behaviour is very serious or persistent

N.B. These steps are not necessarily sequential e.g. in very serious instances a fixed term exclusion may be deployed before a PSP is put in place.

10. Monitoring and Review

An annual report will be made to the Governing Body on the extent of bullying in the school and the steps taken to prevent it. The School Council and SMT will discuss bullying as a regular agenda item. An anonymous questionnaire will be issued to all students at least annually to audit the extent of bullying in and around the school.

Adopted by Governing Body: May 2016
To be reviewed: Summer 2018