



## ANTI-BULLYING POLICY

### **Rationale**

Bath Academy is 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 in which students and parents feel that they can report incidents of bullying, confident that they will be dealt with in an appropriate manner. Bullying of any kind is unacceptable at our College. If bullying does occur, all students should be able to tell a member of staff and know that incidents will be dealt with promptly and effectively. It is the aim of the college to develop a climate of trust and openness, to make the unacceptable nature of bullying and the consequences clear to the bully, staff and parents.

Staff are trained in wider anti-bullying issues including cyber bullying.

Students are expected to report bullying incidents to a teacher and parents should let the College know immediately if they believe their son or daughter is being bullied.

### **The Aims of the Policy**

1. To enable students to understand clearly what constitutes bullying throughout the curriculum and day to day life at College by raising awareness.
2. To enable students to understand that bullying, whether it is physical, verbal or indirect will not be tolerated by the College community.
3. To enable parents to feel confident that bullying will be firmly dealt with by the College.
4. To promote a non-violent ethos in the College.
5. To raise staff awareness of the presence of bullying.
6. To establish guidelines for action where bullying is evident.
7. To ensure that all students feel it is 'safe to learn' in our environment.

We expect students and staff to have a clear understanding of the effects of bullying on the individual. Although bullying is not a specific criminal offence, there are criminal laws that apply to harassment and threatening behaviour.

The Principal directs the staff within the College to ensure that measures on behaviour and discipline form part of the code of conduct and behaviour management arrangements.

### **What Is Bullying?**

Bullying is a child protection concern when there is reasonable cause to believe that a child is suffering/likely to suffer significant harm.

Bullying is behaviour by an individual or group usually repeated over time that intentionally hurts an individual or group either physically, emotionally or both. Bullying can take many different forms, either physical, psychological or verbal. It can also take indirect forms which include cyber bullying. The motivation to bully can come from racial ideas, religion, individual differences, cultural, sexual and sexist concepts, or bullying can relate to a person's special educational needs and disability.

Bullying can take different forms, but the three main types are:

<b>Physical</b>	Hitting, kicking, taking or hiding belongings including money
<b>Verbal</b>	Name-calling, teasing, insulting, writing unkind notes, “banter”
<b>Indirect</b>	Spreading nasty stories about someone, exclusion from social groups, being made the subject of malicious rumours, cyber bullying such as sending malicious e-mails or text messages.

All of the above methods of bullying have a psychological effect on the victim. Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. Bullying can be:

**Racist Bullying** – this refers to a range of hurtful behaviour, both physical and psychological, that makes a person feel unwelcome, marginalized, excluded, powerless or worthless because of their colour, ethnicity, culture, faith community, national origin or national status.

**Bullying related to sexual orientation/gender** – this refers to the hurtful behaviour both physical and psychological, that makes a person feel unwelcome, marginalized, excluded, powerless or worthless because of their sexual orientation (especially those who are lesbian, gay or bisexual, ie homophobic bullying), or their gender.

**Cyber bullying** – this can be defined as the use of Information and Communications Technology (ICT), particularly the use of mobile phones and the internet, or the misuse of associated technology, ie camera & video facilities

**SEN or disability related** - when an individual or group uses someone’s individual characteristics such as their intelligence, their learning ability or their disability to cause harm and upset.

### **Why is it Important to Respond to Bullying?**

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Students who are bullying need to learn different ways of behaving. The College has a responsibility to respond promptly and effectively to issues of bullying.

### **Objectives of this Policy**

- All Directors, teaching and non-teaching staff, students and parents should have an understanding of what bullying is.
- All Directors and teaching and non-teaching staff should know what the College policy is on bullying, and follow it when bullying is reported.
- All students and parents should know what the College policy is on bullying, and what they should do if bullying arises.
- As a College we take bullying seriously. Students and parents should be assured that they will be supported when bullying is reported.
- Bullying will not be tolerated.

## **Signs and Symptoms**

A student 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 student:

- is frightened of walking to or from College
- doesn't want to travel on public transport
- begs to be driven to College
- changes their usual routine
- is unwilling to go to College (phobic)
- begins to truant
- becomes withdrawn, anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries at night or has nightmares
- feels ill in the morning
- begins to do poorly in academic 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)
- "loses" money continually
- has unexplained cuts or bruises
- comes home hungry (lunch money has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other students 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
- is nervous & jumpy when a cyber message is received

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

## **Raising Awareness of Bullying**

This is done by the application of our values throughout the College, through the curriculum, together with the induction of new staff, who are made aware to whom they can express their concerns if the need arises, eg they can talk to their line manager or a member of the Senior Management Team.

## **Engaging bullying issues in the curriculum**

Teaching may be used to promote pro-social behaviour in lessons; themes such as teamwork (eg in the sciences or collaborative classroom work), moral issues (eg in Philosophy,

Psychology, Religious Studies, Sociology and the sciences) and citizenship (eg in PSHEE and Politics) are examples of this.

The focus of such work must direct students to be open in dealing with bullying, so that if a student is being bullied they must tell someone. We advise students to tell their Personal Tutor or a member of the Senior Management Team. However, we also urge students to tell a friend or any Tutor if they feel more comfortable doing so. We work vigorously to ensure that friends help the victim and act as a support when it comes to informing details of the bullying. We also advise students to tell their parents if they feel comfortable in doing so.

## **Procedures**

1. Report bullying incidents to staff. Each case will be investigated and dealt with individually in a way that is suitable for both victim and bully.
2. It will be made clear to the victim that he/she will be given support either by empowering him/her to stand up for him/herself or through the intervention of the Personal Tutor.
3. All incidents of bullying should initially be referred to the Personal Tutor. The incidents will be recorded by the Personal tutor in the students' files. Records are kept to evaluate the effectiveness of the approach and enable patterns to be identified.
4. More serious cases of bullying should be referred to the Principal. In serious cases, parents should be informed and will be asked to come in to a meeting to discuss the problem in person or to do so by telephone when this is not practicable.
5. Both victim and bully will be monitored in order to provide support.
6. If necessary and appropriate, police will be consulted.
7. The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly.
8. An attempt will be made to help the bully (bullies) change their behaviour.
9. A bullying incident should be treated as a child protection concern when there is reasonable cause to believe that a child is suffering or likely to suffer significant harm.

### **THRESHOLD FOR REPORTING BULLYING TO AN EXTERNAL AGENCY**

In all cases of bullying, cyber-bullying and bullying outside of school staff must follow the college's reporting procedures and ensure the Principal and the Safeguarding Officer are aware of such incidents. In any extreme cases the Principal and the Safeguarding Officer will decide whether it is appropriate to take the matter further and report the incident to outside agencies such as the police or children's social care.

## **Outcomes**

1. The bully (bullies) may be asked to genuinely apologise. Other consequences may take place.
2. In serious cases, suspension or even exclusion will be considered.
3. If possible, the students will be reconciled.

4. After the incident/incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.
5. Anti-bullying education is included in curriculum to prevent bullying.

### **Following a report of Bullying**

- If a member of staff believes that bullying is taking place, they should allow the victim to talk whilst reassuring the student that the College will deal with it sensitively but firmly.
- The member of staff must refer any incidents of bullying in writing to the student's Personal Tutor, who will liaise with the Principal and decide on action to be taken. This may include:
  - a. Talking with the victim.
  - b. Asking the victim to write down their version of events.
  - c. Calming their feelings.
  - d. Talking with the alleged bully.
  - e. Informing the parents of both parties.
  - f. Trying to resolve the problem through counselling.
- If the allegation is proven and serious, this may require disciplinary action.
- Support may be provided for the victim via the Personal Tutor or external agencies.
- The Senior Management Team member will liaise with the student's Tutors to monitor the situation, checking that further bullying is not occurring.
- The Personal Tutor will record the incident and action taken.

### **Guidance on advice to victim and protagonist**

#### To the victim

- revenge is not appropriate.
- involving other students, friends may not help.
- report future fears or incidents to an appropriate adult.
- reconciliation or avoidance should be considered.

#### To the protagonist

- behaviour is unacceptable.
- behaviour is recognised as designed to cause distress.
- serious sanctions may follow.
- reconciliation or avoidance should be considered.

#### To the parents

- advise their son or daughter to inform the College as soon as possible.
- reassure that the College does its best to resolve all cases.
- parents who are made aware that their son or daughter is bullying other students are asked to explain that what he/she is doing is wrong and makes others unhappy.

### **Sanctions**

- Parents informed.
- Student withdrawn from social contact with others.
- Exclusion from individual lessons.

- Temporary exclusion from College.
- Permanent exclusion from College.

The College will endeavour to maintain counselling even when sanctions have been applied. If the College feels that a pattern has emerged with an individual who is being bullied, or someone who is bullying, the College will act quickly and sensitively to ensure that this is dealt with.

### **Who is responsible for implementing the policy?**

The Senior Management Team and staff.

### **When is the policy implemented?**

Whenever the College is responsible for the conduct and welfare of its students.

### **Monitoring and Success Criteria**

By the number of reported incidents and responses to questionnaires (parental and student).

This policy has been formulated using the following publication:

*DCSF Safe to Learn – Embedding anti-bullying work in schools*

and is informed by a range of materials from the Anti-Bullying Alliance and Kidscape eg *Stay Cool in School* by Margaret Goldthorpe and other relevant texts.

### **HELP ORGANISATIONS:**

Advisory Centre for Education (ACE)	0808 800 5793 <a href="http://www.ace-ed.org.uk">www.ace-ed.org.uk</a>
Community Legal Advice	0845 345 4345 <a href="http://www.communitylegaladvice.org.uk">www.communitylegaladvice.org.uk</a>
Parentline Plus, part of Family Lives	0808 800 2222 <a href="http://www.familylives.org.uk">www.familylives.org.uk</a>
Bullying Online	<a href="http://www.bullying.co.uk">www.bullying.co.uk</a>
KIDSCAPE Parents Helpline	08451 205 204 (Mon-Thurs 10-4) <a href="http://www.kidscape.org.uk">www.kidscape.org.uk</a>
BANES Emergency Duty Team	01454615165
Children and Families Duty and Assessment Team	01225396312 01225396313
Immediate danger	999 Police

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