



# **Anti-Bullying Policy 2021-2022**

Policy last Reviewed	June 2021
Reviewed by	PPSCS Committee
Shared with staff	Annually
Next Review due date	June 2022

## 1. Aims

1.1 The aim of this policy is to provide a working document giving clear guidance to trustees, staff, parents/ carers and pupils on strategies to prevent, reduce and respond to bullying, as well as how to work with the victims and perpetrators.

- To encourage and promote the 'telling school' ethos.
- To demonstrate that we take bullying very seriously and that it will not be tolerated.
- To take measures to prevent all forms of bullying within our school.
- To protect those who might be bullied.
- To demonstrate that the safety and happiness of all pupils are enhanced by dealing positively with bullying incidents.
- Preventing any repeat bullying incidents from reoccurring by working with both victims and perpetrators.

## 2. Introduction

2.1 We are committed to protecting **all** members of our school community from being bullied by providing a **caring, friendly** and **safe** environment so that learning is completed in a relaxed and secure atmosphere. We are committed to creating a climate where bullying behaviour is not accepted by any member of our school communities and is reported immediately.

2.2 Bullying is the wilful, conscious desire to hurt, threaten or frighten someone, usually repeated over time. Anti-bullying is when **everyone** in the school understands that bullying is unacceptable. **EVERY member of the community has a part to play in order to stop bullying.**

2.3 **We will not tolerate bullying of any kind.** We take bullying most seriously. Bullying can be from an individual, or from a group, but the motive is usually to upset. We strongly encourage respect for others through the use of excellent manners, acceptance of differences and having the ability to work alongside all people. We encourage good behaviour and respect for everyone, regardless of race, gender, sexual orientation, disability, religion or belief.

2.4 **Seva School is a TELLING school.** This means that anyone who is aware of bullying should report it immediately. Our school is a **LISTENING** school and we are committed to **listen** to pupils, parents / carers and staff who report issues of bullying and to **investigate** their concerns most seriously.

### 2.5 What is Bullying?

2.6 We define bullying as the behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group, either physically or emotionally.

### 2.7 Bullying can be:

- **Emotional:** being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures).
- **Physical:** pushing, kicking, hitting or using violence.
- **Racist:** racial taunts, inappropriate jokes, graffiti and gestures.
- **Sexual:** unwanted physical contact or sexually abusive comments / gender-based violence / sexual harassment.
- **Homophobic/Biphobic:** discriminating against someone because of their sexual orientation.
- **Verbal:** name-calling, sarcasm, spreading rumours and teasing.
- **Cyber:** all areas of social media, such as posting threatening or personal comments / images / videos about someone.
- **Transphobic:** founded on gender identity.
- This list is not exhaustive.

### 3. School ethos

The Seva School community 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 a 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 a regular 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 parents/carers 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.

#### **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 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.
- The Principal, Designated Safeguarding Lead or another member of leadership staff will interview all parties involved.
- The Designated Safeguarding Lead will be informed of all bullying issues where there are safeguarding concerns.
- The School will inform other staff members and parents, where appropriate.
- Sanctions (as identified within the School's 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 the School site or outside of normal School hours (including cyberbullying), the School will ensure that the concern is fully investigated. Appropriate action will be taken, including providing support and implementing sanctions in accordance with the School's Behaviour Policy.
- A clear and precise account of the incident will be recorded by the School in accordance with existing procedures. This will include recording appropriate details regarding decisions and action taken.

#### **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 cyberbullied.
- Work with the person (and their parents / carers) who has carried out the bullying with the aim of ensuring it is not repeated.

- 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 perpetrators. This may include:
  - Identifying and interviewing possible witnesses; contacting service providers (and the police, if necessary) .
  - Work with identified individuals and online service providers to prevent the spreading of material and to assist in removing any offensive or upsetting material from circulation. This may include:
    - *Confiscating and searching students' electronic devices, such as mobile phones, in accordance with the law and also the School's Behaviour Policy.*
    - *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 bully, 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.

## 4. Roles and responsibilities

4.1 Creating a safe environment is essential for effective learning and ensures that all pupils' rights to a positive experience are met. Expectations of appropriate pupil behaviour must be made explicit. This requires a '**whole' school approach** which aims to develop a shared awareness and understanding so that a consistent approach to tackling bullying is taken. All members of the school communities share the responsibility for preventing and stopping bullying.

### 4.2 The Principal will:

- Disseminate the policy to the whole school community via a link on the school website.
- Implement the policy effectively.
- Train staff and raise awareness.
- Monitor, review and evaluate the effectiveness of the policy.
- Report to the trustees on request.
- Liaise with the Local Authority to ensure that best practice is shared effectively.

### 4.3 Members of the Trust Board will:

- Support the Principal.
- Help to build positive and supportive relationships with parents through mutual understanding and trust.
- Liaise with the Local Authority to ensure that the best advice is available and that the school policy is in line with both National and Local guidelines.

### 4.4 Staff will:

- Take all reports of bullying seriously and respond to each incident accordingly.
- Inform the Assistant Headteacher Ben Sturmeay of any concerns/incidents regarding bullying and any actions taken.
- Head of House will inform the Anti-Bullying leads, investigate fully and decide on the action required.

- Head of House will take appropriate action of any intervention/prevention strategies /programmes which involve Success Centre programmes to support both the victim and perpetrator.
- Log all bullying incidents on pupil file.

#### 4.5 Pupils will:

- Take responsibility for their own behaviour and actions and treat one another with mutual respect and kindness.
- Report any incidents of bullying to their Class Teacher (Primary) / Form Tutor (Secondary) / Parent or carer.
- Report any incidents that have occurred over social media sites.
- Pupils must recognise that being a “bystander” is not acceptable, and understand how their silence supports bullying and makes them in part responsible for what happens to the victim of bullying.

#### 4.6 Parents will:

- Inform schools of concerns raised by their child.
- Support key messages being given to their child and where appropriate attend meetings and contribute in a positive way.
- Monitor their child's use of social media regularly if their child uses social media.
- Expect that all reports of bullying will be dealt with, even if it is requested that schools do not do so, due to our duty of care. Every incident will be dealt with sensitively and anonymously where required.

#### 4.7 The Anti-Bullying Champions (ABCs) will:

- Raise awareness of all aspects of bullying such as emotional, physical, racist, sexual, homophobic, biophic, transphobic, verbal and cyber through activities / events / media and assemblies.
- Meet regularly to discuss bullying concerns and implement strategies on how to deal with them.
- Act as a voice for all pupils.
- Plan and deliver assemblies.
- Review anti-bullying policies.
- Encourage new ideas.
- Report any incidents of bullying that they are aware of.
- Provide support for victims and perpetrators.
- Trained Peer Mentors will be available to provide support for victims.
- ABCs will be accessible during lunch and breaks if pupils require support.
- Liaise with feeder primary schools where necessary.
- Create and deliver PSHE lessons on anti-bullying issues for anti-bullying week.
- Create surveys for pupils to complete to monitor all aspects of bullying.

## 5. Bullying outside of school

5.1 If the School becomes aware of any bullying issues outside of school, during term time or school holidays, the School will encourage pupils and parents to contact relevant agencies i.e. Police, Children’s Services and CEOP (Child Exploitation and Online Protection).

5.2 Schools **may** discipline a pupil in accordance to our own Behaviour and Safeguarding Policies, if the misbehaviour poses a risk to a pupil and the reputation of the School.

## 6. SEVA IS A “TELLING SCHOOL”

If you are being bullied OR see someone being bullied, please TELL.

**6.1 Tell somebody as soon as possible, detailing witness names. You can tell:**

- Your class teacher (primary) / form tutor (secondary)
- Any member of staff: teacher or support staff
- Your parents / carer
- A friend – who will hopefully have the courage to tell an adult
- Any of the organisations linked to bullying below

## 7. Associated Organisations

**Childline** 0800 1111 [www.childline.org.uk](http://www.childline.org.uk)

**KIDSCAPE** [www.kidscape.org.uk](http://www.kidscape.org.uk)

**Family Lives** 0808 800 2222 [askus@familylives.org.uk](mailto:askus@familylives.org.uk)

**Bullying UK Kidscape** [www.bullying.co.uk](http://www.bullying.co.uk)

**Bully Free Zone** [www.bullyfreezone.co.uk](http://www.bullyfreezone.co.uk)

**Anti-Bullying Alliance** [www.anti-bullyingalliance.org.uk](http://www.anti-bullyingalliance.org.uk)

**Samaritans** [www.samaritans.org](http://www.samaritans.org)

**Stonewall** (organisation for lesbian, gay, bi and trans people) [www.stonewall.org.uk](http://www.stonewall.org.uk)

**Kooth** (online mental wellbeing community) [www.kooth.com](http://www.kooth.com)

## 8. Effective strategies to prevent bullying

8.1 At our schools we have a range of interventions in order to support the victim and educate the perpetrator. We acknowledge that all children can make mistakes and we are committed to working with our pupils in order to prevent and stop bullying.

- Anti-Bullying Champions (ABCs) in each tutor group (secondary) / class (primary).
- Investigating all allegations of bullying with or without parental consent.
- Assemblies.
- PSHE programme.
- Media campaigns - designed and edited by pupils.
- Raising awareness about bullying during Anti-Bullying Week and throughout the academic year.
- Restorative conversations following any incident.
- Curriculum projects that tackle the issue of bullying (Plays / Books etc).
- A safe space for pupils to go at break and lunchtime.
- Intervention programmes for pupils. (e.g. Self Esteem, Behaviour Modification).
- E-Safety Policy and awareness programmes.
- Counselling.
- Mediation.
- Buddy Scheme.
- Regular staff training.
- Newly Qualified Teacher programme covers behaviour management, scenarios and the role of the Form Tutor.
- Home School Agreement.
- Behaviour Policy.
- Child Protection and Safeguarding Policy.

- Uniform Policy.
- Diana Awards.

## 9. Responses to bullying

**Parents of both the victim and the perpetrator will be informed as soon as possible about any incident of concern.**

### 9.1 Sanctions may include:

- Withdrawal from lessons.
- Mediation between victim and perpetrator.
- Parental Meetings with school.
- Outside agencies informed to support where appropriate.
- Detention.
- Isolation.
- Report cards (Form Tutor (Secondary) / Class Teacher (Primary) / Senior Leadership Team)
- (Possible) exclusion from the School Coach Service.
- Fixed-term exclusion or permanent exclusion.
- Managed move to another school.

### 9.2 Working with victims:

- Time Out cards / Early Leave cards.
- Counselling.
- Mediation.
- Parental support.
- Peer mentoring by ABC.

### 9.3 Working with the perpetrator:

- Education about the possible consequences of their actions.
- Counselling.
- Mediation.
- Behaviour / anger management intervention.
- Managing emotions intervention.
- Parental involvement (and support).
- Peer mentoring from an ABC.
- Adult supervision at break and lunchtimes.

(NB: These lists are not exhaustive)