

West End Academy



## **Anti-Bullying Policy**

**Reviewed: September 2017**

**Next review date: September 2019**

## **Rationale**

Bullying is defined as the repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. Bullying can be physical, verbal or psychological. It can happen face-to-face or through cyberspace.

Bullying can be:

Verbal: This can take the form of name-calling. It may be directed towards gender, ethnic origin, physical/social disability, personality, family, homophobic and cyber bullying etc.

Physical: A child can be physical kicked, hit, spat at, etc.

Exclusion: A child can be bullied by being excluded from discussions, activities, games, friendships, etc.

Damage to property or theft: Pupils may have their property damaged, hidden or stolen. Physical threats may be used by the bully in order that a pupil hands over property to them.

This applies to all areas of the school grounds inside and outside. In addition this will include any incident of bullying outside of school grounds which has an impact on school. In this case the school may take action to investigate the matter and work with the police or community liaison officer in order to remedy the problem.

Bullying is not...

A one off fall out with a friend

An argument

A difference of opinion

A difference in personalities

## **Aims and objectives**

Bullying is always wrong. It damages individual children. Therefore, at West End Academy we do all we can to prevent it. The ethos of the school regards all incidents of bullying as unacceptable.

At West End Academy, we aim to provide a safe and secure environment where all can learn without anxiety.

This policy aims to produce a consistent school response to any bullying incidents which may occur.

We aim to make the whole school community aware of our opposition to bullying, and we make clear each person's responsibilities with regard to the eradication of bullying in our school.

### **The role of the Governing Body**

- The Governing Body supports the Head teacher in all attempts to eliminate bullying from our school. This policy statement makes it very clear that the Governing Body does not allow bullying to take place in our school, and that any incidents of bullying that do occur are taken very seriously and dealt with appropriately.
- The Governing Body monitors incidents of bullying that occur, and reviews the effectiveness of the school's policy regularly. The Governors require the Head teacher to keep accurate records of all incidents of bullying and to report to the governors on request about the effectiveness of anti-bullying strategies.
- The Head teacher responds immediately to any request from a parent or pupil to investigate incidents of bullying. The results of the investigation are reported back to a representation of the Governing Body and parents and pupils informed of the outcome.

### **The role of the Head teacher**

- It is the responsibility of the Head teacher to implement the school's anti-bullying strategy and to ensure that all staff (both teaching and non-teaching) are aware of the school's policy and know how to deal with incidents of bullying. The Head teacher reports to the Governing Body about the effectiveness of the anti-bullying policy on request and through the Head teacher's report to governors.
- The Head teacher ensures that all children know that bullying is wrong and that it is unacceptable behaviour at this school. The Head teacher draws attention to this fact through a variety of ways such as assemblies and anti-bullying week.
- The Head teacher ensures that all staff members receive sufficient training to be equipped to deal with incidents of bullying. This includes the recording of bullying incidents.
- The Head teacher sets the school's climate of mutual support and praise for success, so making bullying less likely. When children feel they are important and belong to a friendly and welcoming school, bullying is far less likely to be part of children's behaviour.
- Pupils can put forward any general concern about bullying and the success of the policy through their elected school council representatives.
- In the case of bullying, all children have immediate access to the Head teacher or Learning Mentor.
- The success of the policy is monitored by all staff. In the case of midday supervisors, certain aspects may be discussed in detail at their monthly meetings with the Head teacher.

### **The role of the class teacher**

- Teachers in our school take all forms of bullying seriously, and intervene to prevent incidents from taking place. They keep their own records of all relevant incidents that happen within their class and throughout the school. These records are then passed to the Behaviour TLE and Headteacher.

- If a teacher witnesses an act of bullying, their first concern will be supporting the bullied child. If a child is bullied over a period of time, then after consultation with the Head teacher, the teacher will then inform the child's parents.
- Teachers who become aware of bullying incidents between members of their class will deal with the issue immediately and inform the Head teacher. Counselling and support may be offered to the bullied child and punishment for the perpetrator. Both may be referred to the Learning Mentor.
- It is important that time is spent explaining to the child committing the bullying why their actions were wrong and to help that child change his/her actions in the future.
- A child who is repeatedly involved in incidents of bullying - parents will be invited into school to discuss the situation.
- Where incidents are deemed more serious outside agencies such as Behaviour Support the Community liaison officer may be contacted.
- In some cases the Head teacher may exclude pupils.

### **The role of the Learning Mentor**

- To develop through SEAL an open dialogue to discuss worries and issues over bullying with all children.
- To be aware of vulnerable children and take pro-active steps to ensure children are safe from bullying.
- To develop working groups between vulnerable children and those who are seen as 'role models'.
- To liaise with parents over concerns for their children.
- To act as an 'open door' for children to discuss worries and problems.
- To routinely attend Behaviour Management and Safeguarding training dealing with anti-bullying issues.

### **The role of parents/carers**

**Parents have a very important part to play in our anti-bullying policy. We ask parents:**

- Look out for unusual behaviour in your child/ren - for example, they may suddenly not wish to attend school, feel ill regularly, be quiet and withdrawn or not complete work to their usual standard.
- Always take an active role in your child's education. Enquire how their day has gone, who they have spent their time with, etc.
- If you feel your child may be a victim of bullying behaviour, inform school immediately. Your complaint will be taken seriously and appropriate action will follow.
- If a child has bullied your child, please do not approach that child on the playground or involve an older child with the bully. Please inform school immediately.
- It is important that you advise your child not to fight back. It can make matters worse!
- Tell your child that it is not their fault that they are being bullied.
- Reinforce the school's policy concerning bullying and make sure your child is not afraid to ask for help.

- If you know your child is involved in bullying, please discuss the issues with them and inform school. The matter will be dealt with appropriately.

### **Bullying of staff**

Bullying in any form will not be tolerated. All staff are aware of the 'whistleblower policy'. Staff have a right to work in a non threatening environment - persons using violence, threats or abusive language towards members of staff will be asked to leave and the relevant authorities contacted.

### **The role of outside agencies**

All incidents are recorded and reported to senior management. Generally incidents are dealt through strategies set up within school. Only relevant staff will be included with any such support. Occasionally incidents require support from outside agencies such as Family Support, Social Services or the Police. Parents will be continually informed and included with such developments.

### **What can children do if they are being bullied?**

Bullying is discussed on a regular basis through assemblies, anti-bullying week, SEAL work, circle time and the school reinforces the following strategies:

1. Remember that your silence is the bully's greatest weapon.
2. Tell yourself that you do not deserve to be bullied and that it is wrong.
3. Be proud of who you are. It is good to be individual.
4. Try not to show that you are upset. It is hard, but a bully thrives on someone's fear.
5. Stay with a group of friends/people. There is safety in numbers.
6. Be assertive - shout "No!" Walk confidently away. Go straight to a member of staff.
7. Fighting back may make things worse.
8. Generally it is best to tell an adult you trust straight away. You will get immediate support.
9. Teachers will take you seriously and will deal with the bullies in a way that will end the bullying and will not make things worse for you.

### **What do you do if you know someone is being bullied?**

a) Take action! Watching and doing nothing looks as if you are on the side of the bully. It makes the victim feel more unhappy and on their own. b) If you feel you cannot get involved, tell an adult immediately. Teachers will deal with the bully without getting you into trouble. c) Do not be, or pretend to be, friends with a bully.

### **Strategies for dealing with bullying**

The following is a list of actions available to staff depending on the perceived seriousness of the situation. The emphasis is always on a caring, listening approach as bullies can often be victims too - that is why they bully. Anti-bullying will form part of the school's SEAL programme in the autumn term.

If bullying is suspected we will: a) Talk to the suspected victim, and any witnesses. b) Identify the bully and talk about what has happened, to discover why they became involved. Make it absolutely clear that bullying is not tolerated at West End Academy. c) If the bully owns up then sanctions procedures outlined in the Behaviour Policy will be followed. d) An additional sanction may be arranged for the child to be escorted from the school premises, which may include an exclusion from school. e) Parents will be contacted and asked to call into school to discuss the matter and the sanctions in place. f) Incidents of bullying are recorded in the incident files and the Learning Mentor will become involved with both parties. g) If a suspected bully does not own up, investigate further. If it is clear that they are lying, continue with the procedure. h) Continue monitoring the situation to ensure no repetition. The follow-up findings will be recorded.

### **Relevant Supporting Policies**

This policy has been written in conjunction with the following school policies which both support and reaffirm the school's stance on anti-bullying issues.

Behaviour Policy, Race Equality Policy, Disability Policy, Special Educational Needs Policy, Safe Internet Policy and Safeguarding Policy

### **Conclusion**

This policy is monitored on a day-to-day basis by all staff and the Head teacher reports to governors about the effectiveness of the policy on request. This policy is the governors' responsibility and they review its effectiveness. Governors analyse information with regard to gender, age and ethnic background of all children involved in bullying incidents.