



Integrity, Fellowship and Endeavour

Anti-Bullying Policy

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Status:	Recommended

1. PURPOSE

The purpose of the anti-bullying policy is to ensure that students and staff are able to learn and work in a safe, supportive and caring environment without fear of being bullied. The policy gives clear guidance to students, staff, governors and parents on the school's view of bullying and our commitment to supporting victims of bullying, sanctioning perpetrators and reducing incidents of bullying in the school.

2. RELATIONSHIP TO OTHER POLICIES AND DOCUMENTS

- 2.1 This policy should be read in conjunction with the documents specified below, each as amended, revised or updated from time to time:
 - 2.1.1 The Behaviour and Exclusion Policy
 - 2.1.2 The Safeguarding Children Policy
 - 2.1.3 The Equality and Diversity Policy
 - 2.1.4 The Online Safety Policy
 - 2.1.5 The Bus Code of Conduct
 - 2.1.6 Code of Conduct for Adults Working at Farmor's School
- 2.2 The following documents were consulted during the creation of this policy
 - 2.2.1 [DfE Preventing and tackling bullying guidance \(2017\)](#)
 - 2.2.2 [DfE Cyberbullying: Advice for headteachers and school staff \(2014\)](#)
 - 2.2.3 [The Diana Award](#)

3. SCOPE, PRINCIPLES AND DEFINITIONS

3.1 SCOPE

- 3.1.1 This policy covers students at school or on any organised or school related activity, travelling to or from school, at any time when a pupil is wearing school uniform or in some other way identifiable as a pupil at the school.
- 3.1.2 This policy also covers student interaction on social media, if there are repercussions in school.
- 3.1.3 Accusations of bullying by staff members are dealt with through the Complaints Policy with reference to the Code of Conduct for Adults Working at Farmor's School and the Allegations of Abuse by Adults Policy

3.2 PRINCIPLES

Farmor's School regards bullying as totally unacceptable and works hard to prevent it. If members of the school community are to achieve their full potential they need to feel secure, respected and valued by their peers and the rest of the school community.

3.3 DEFINITION OF BULLYING

3.3.1 Bullying is:

3.3.1.1 A deliberate act which results from a conscious desire to harm, threaten or intimidate someone.

3.3.1.2 Behaviour that is repeated or sustained over time.

3.3.1.3 Targetted at a specific individual or group. Students and staff can be the victims or perpetrators of bullying.

3.3.2 Bullying can be physical, verbal, cyber, social or psychological.

3.3.3 Examples include, but are not limited to:

- derogatory name-calling, mimicry;
- repeated prejudice based on sexuality, orientation, gender identity, race, religion, belief, special educational needs, or age;
- deliberately organised and consistent ignoring of an individual;
- actual, or threats of, physical violence;
- spreading rumours or gossip;
- writing hurtful things;
- demanding money or possessions;
- destroying or damaging the property of others;
- being deliberately unfriendly;
- teasing, when the person teased is unhappy about it, tormenting or taunting;
- threatening or rude gestures;
- intimidation; and
- forcing others to do things they know they should not do.

3.3.4 Some forms of bullying are illegal and may be reported to the police. These include violence or assault, theft, repeated harassment or intimidation and hate crimes.

3.3.5 All of the above examples can occur face to face or through a media forum (online, social media, via text etc)

4. ROLES AND RESPONSIBILITIES

4.1 The Pastoral team which includes Heads of Year, is responsible for:

4.1.1 being alert to social dynamics within year groups;

4.1.2 investigating all reported incidents, taking them seriously and taking appropriate action for sanctions and support;

4.1.3 keeping records of all incidents:

4.1.4 analysing records for trends or reoccurrences, and responding with appropriate measures; and

4.1.5 providing a point of contact for students and parents when bullying does occur

4.2 Parents are responsible for:

4.2.1 informing their child's Head of Year or form tutor if they have any concerns that their child is the victim of bullying or involving in bullying in anyway;

4.2.2 being watchful of their child's behaviour, attitude and characteristics and informing the relevant staff members of any changes;

4.2.3 effective monitoring of their child's social media accounts and phone activity;and

4.2.4 the behaviour of their child online.

4.3 Students are responsible for:

4.3.1 informing a member of staff if they witness bullying or are a victim of bullying;

4.3.2 not making counter-threats if they are victims of bullying.;

4.3.3 walking away from dangerous situations and avoiding involving other pupils in incidents; and

4.3.4 keeping evidence of cyberbullying and informing a member of staff should they fall victim to cyberbullying.

5. OPERATIONAL GUIDANCE

5.1 PREVENTION OF BULLYING

5.1.1 The school provides information for students to develop an awareness of and empathy for equality and diversity. The school's zero tolerance of bullying is conveyed through a planned Pastoral Curriculum for all students.

5.1.1.1 This is augmented by assemblies run by the senior leadership team, by heads of year, by students themselves and by external speakers, including the police.

5.1.2 Other strategies used to discourage bullying include:

- Anti Bullying Prefects;
- mobile phone number and email address, plus a dropbox in Student Services to report bullying (details in the student handbook) for the pastoral team to investigate;
- discussions in tutor groups to identify students' concerns which may include bullying;
- Anti-bullying focus week annually in November;
- counselling; and
- mentoring.

- 5.1.3 Strategies are in place to prevent bullying in all areas of the school and at all times of the school day, such as supervision by staff at all breaks and lunchtimes.
- 5.1.4 Anti-bullying messages are also embedded in many areas of the school curriculum, such as English, RE and History.

5.2 **SIGNS OF BULLYING**

Staff will be alert to the following signs that may indicate a student is being bullied:

- being frightened to travel to or from school;
- unwillingness to attend school;
- repeated or persistent absence from school;
- becoming anxious or lacking confidence;
- saying that they feel ill repeatedly;
- decreased involvement in school work;
- leaving school with torn clothes or damaged possessions;
- missing possessions;
- missing dinner money;
- asking for extra money or stealing;
- cuts or bruises;
- lack of appetite;
- unwillingness to use the internet or mobile devices;
- lack of eye contact;
- becoming short tempered; and
- change in behaviour and attitude at home.

5.3 **REPORTING AND RECORDING**

- 5.3.1 The school recognises that the most effective way of dealing with bullying is to establish trust between students, parents and teachers. Each student is in a tutor group whose tutor will, where possible, stay with them through to the end of Year 11. Students are encouraged to discuss any problems with their tutor or, where this is not possible, to speak to another adult.
- 5.3.2 Year 11 students (Prefects) are chosen to be figures within the school whom younger students can approach to discuss concerns that may include bullying. They are trained to advise the younger students to involve an appropriate adult in school.
- 5.3.3 Students have access to 'virtual' support through texts and email and have access to an anonymous 'drop box' in the library.
- 5.3.4 Parents can report bullying by contacting the tutor or Head of Year.
- 5.3.5 Staff, who have concerns about a student, are encouraged to talk to the student if they know them well, or pass on concerns to the tutor if they do not.

- 5.3.6 If staff are the victims of bullying by students, parents or colleagues they should report this to their line-manager or a member of Senior Leadership Team.
- 5.3.7 When an incident of bullying is reported by a student or parent to a member of staff, they will complete an incident form and pass it promptly to the relevant Head of Year.
- 5.3.8 Bullying incident forms will be recorded in the relevant student's electronic file on SIMS and the paper copy will be also be retained.

5.4 **RESPONDING TO INCIDENTS OF BULLYING**

- 5.4.1 The Head of Year will investigate the incident, or arrange for the incident to be investigated, promptly. A member of the Senior Leadership Team will be informed of the incident and will become involved if it is appropriate.
- 5.4.2 It is important that the facts of each alleged incident be established fully, so that an appropriate response can be made. Investigating staff will do so without prejudice and ensure all sides of the story are collated, and witness statements gathered, to establish the details of the incident.
- 5.4.3 The Head of Year may ask to see a student's social media posts. Screen shots from a student's mobile phone may be requested
- 5.4.4 Parents of the victims and of the perpetrators will be kept informed of the school's actions.
- 5.4.5 The sanctions for bullying are those set out in the school's Behaviour and Exclusion Policy, and range from a school detention to exclusion from school for a fixed period, depending on the severity of bullying and prior incidents. Prejudice driven bullying will usually be dealt with by isolation or exclusion depending on the circumstances.
- 5.4.6 The school will remain mindful of the fact that continued access to school can be important for rehabilitation of harmful behaviour, and will not exclude pupils unless as a last resort – where there have been serious or consistent incidents of bullying. This is in line with the Behaviour and Exclusion Policy.
- 5.4.7 Permanent exclusion is the ultimate sanction for any bullying offences.
- 5.4.8 The school will avoid unnecessarily criminalising pupils for bullying or abusive behaviour where possible. The school's focus when handling perpetrators will be supporting them to develop more positive behaviours and to refrain from abusive and bullying behaviours in the future.
- 5.4.9 Any student who has been involved in bullying, or has colluded with perpetrators needs to understand the consequences of their behaviour. Restorative sessions between students may be appropriate, in addition to the sanctions listed above.

- 5.4.10 Victims of bullying will be offered support where necessary through the Pastoral System.
- 5.4.11 It may also be appropriate for a Head of Year or member of the Senior Leadership Team to give information and guidance to a Year Group following an incident of bullying.
- 5.4.12 Students who have bullied may be given further pastoral support. If this does not help the student to modify their behaviour then they will be placed on a Behaviour Support Plan (BSP) or Pastoral Support Plan (PSP) if deemed at risk of permanent exclusion (see the Behaviour and Exclusion Policy)

6. CONSULTATION

The following groups were consulted during the development of this policy:

- Senior Leadership Team
- Pastoral Leadership Team
- Anti-Bullying Ambassadors (Year 11 prefects)
- Governing Board

7. MONITORING AND EVALUATION

- 7.1.1 The school, through the Pastoral Team in accordance with paragraph 4.1.4, will keep records of bullying incidents and analyse the frequency and type of bullying to identify any trends in the groups of students involved as either perpetrators or victims. This analysis will be used to review the success of the school's policy and protocols and amendments/improvements will be made if necessary.
- 7.1.2 It is important that the implementation of this policy is monitored, to ensure it is enacted by teachers and to gather evidence on its impact. This monitoring will take place through the annual Student and Parent survey, student focus groups and analysis of recorded bullying and racist incidents.
- 7.1.3 The Governing Board Student Welfare Committee includes anti-bullying monitoring as a regular agenda issue.
- 7.1.4 This policy will be reviewed every three years.