

**ST BARTHOLOMEW'S SCHOOL**  
**ANTI-BULLYING POLICY**  
(An aspect of Safeguarding)

**Reviewed by the Governors' Education Committee, Autumn 2018**  
**Approved by Full Governing Body, Autumn 2018**  
**To be reviewed Autumn 2020**

**PURPOSE:**

To support the school aim that every individual is safe and happy, the policy sets out to give a clear message to the whole school community that bullying will always be taken seriously and is always unacceptable.

We will not tolerate bullying or any action which shows a lack of respect towards another individual.

Every individual has the right to be safe and supported in an atmosphere where they can fulfil their potential.

The scope of the policy relates to any incidents that impact on an individual's capacity to be happy at school, regardless of place and medium or time.

The school is committed to the principles of the Anti-bullying charter. *(DfE)*

**OBJECTIVES:**

To promote the school's safe and caring ethos and the statutory responsibility with regards to the rights of children and to safeguard and promote their welfare.

All staff, governors, students and parents / carers should have an understanding of the different types of bullying.

All staff, governors, students and parents / carers should know what the school policy is and what to do if bullying arises.

**GUIDANCE:**

**What is Bullying?**

"Behaviour which makes other people feel uncomfortable or threatened, whether this is intended or not".

There are different types of bullying, but the three main types are:

- **PHYSICAL:** Hitting, kicking, or other physical, inappropriate contact, making gestures, taking or hiding belongings.
- **VERBAL:** Name-calling, teasing, racial taunts, insulting remarks, graffiti, unkind messages – verbal, written or cyber, including all areas of the internet, such as email and internet chat room misuse. Threats from a mobile phone by text messaging and calls. Misuse of associated technology, ie: camera and video facilities.

- **EMOTIONAL:** Being unfriendly, unwanted physical contact, comments focussing on the issue of sexuality, race or disability, excluding, tormenting, spreading rumours, looks, intimidating or threatening behaviour.

### **Possible Signs of bullying:**

Individuals who are being bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness or seeking the safety of adult company. There may also be changes in appearance. Some may become aggressive towards others and become a bully themselves. They may show changes in their work patterns, may lack concentration and / or may truant from school.

### **Encouragement to tell:**

It is important that we create an atmosphere in the school where individuals who are being bullied, or others who know about it, feel that they will be listened to and believed, and that action taken will be swift but sensitive to their concerns.

**“We are a TELLING school and also a LISTENING school”**

### **IMPLEMENTATION:**

#### **Students:**

A student being bullied or knowing that someone else is, should tell a member of staff, parent / carer or student mentor straight away, and it will be dealt with. Every disclosure will be dealt with seriously and sensitively. Maintaining silence means the victim will continue to suffer and the bully will carry on, probably bullying others too. We all have a responsibility to ensure that bullying is not allowed to continue in our school.

#### **Parents:**

If you think your child may be being bullied, or they tell you that they are, please let someone at the school know straight away, usually the Tutor or a member of the House team.. Please reassure your child that we will deal with it sensitively but firmly. If your child tells us that they are being bullied, or we discover that they are bullying others, we will contact you and discuss together how the situation can be resolved.

#### **Members of Staff:**

- **Be vigilant**

Be observant for incidents of bullying in your tutor or teaching group and whilst moving around the school; monitor each individual for possible signs of bullying. Regularly reinforce the message that bullying of any kind is unacceptable;

- **Be sensitive and take action**

Do not be dismissive of complaints about bullying – make time to listen. Acknowledge all complaints as promptly as possible. Recognise that however trivial, – they may just be the ‘tip of the iceberg’ or part of a pattern. Record a clear account of the incident(s) reported, and share this with appropriate members of staff (Form

Tutor /House staff / Head of Department / Faculty) and in accordance with whole school and departmental policies on behaviour and discipline.

- **Investigating Serious Incidents**

In cases judged by Senior Staff at the school to be more 'serious' an investigation will be conducted in accordance with the 'Guidelines for Investigating a Serious Incident'.

- **Outcomes**

- The bullying behaviour and threats of bullying must stop immediately.
- Parents will be informed
- Whenever possible, the students will be reconciled through restorative practices.
- Both victim and bully will be instructed to report any future incidents.
- After the incidents have been investigated and dealt with, students involved will be monitored (either formally or informally) to ensure that a repetition of bullying does not occur
- The primary concern will always be for the well being of the victim and this will be borne in mind when considering the consequences of bullying.

- **For the student who has been bullied**

Immediate action to secure the students safety.

Students will be reassured that reporting the incident was the correct thing to do.

Efforts will be made to boost / restore self esteem.

There will be the opportunity for support / counselling from an appropriate source, including Tutor, House Staff, the community School Nurse, The Emotional Health Academy or 'Time to Talk', available in Newbury.

- **For the bully**

Appropriate and proportionate consequences in accordance with school procedures will take place, including official warnings to cease offending, detention, exclusion from certain areas of the school site, withdrawal of internet / ICT use within the school.

In serious cases the Headteacher will consider whether or not exclusion (fixed term or permanent) is appropriate.

Parents will be informed.

The bully will provide an apology, and may be required to sign a contract.

Efforts will be made to help the bully (bullies) change their behaviour and attitude.

Bullies will be offered support / counselling from an appropriate source including Tutor, House staff, school mentors, the community School Nurse, The Emotional Health Academy or 'Time to Talk', available in Newbury.

- **Preventing bullying**

- ◆ 'High standards of behaviour, respect for one another and their differences are demanded of all students. The Student Code of Conduct, known as the ABC will be displayed throughout the school and will reinforce appropriate ways for all pupils to behave and act as members of St Bartholomew's School.

- ◆ Pupils will continue to be actively engaged in the review and implementation of the anti-bullying policy, through Year Councils and the School Council.
- ◆ There will be reminders in 'student speak' of the standards we expect, which will be displayed throughout the school.
- ◆ Student mentors will be trained in recognising and taking appropriate action when they observe bullying or it is disclosed to them.
- ◆ Students are encouraged to make their voices heard and to participate as active members of the school community.
- ◆ There will be supervised places in the school for students to go to at break and activity time.
- ◆ The anti-bullying policy will be widely publicised to all students and members of the school community, especially at points of transition.
- ◆ Pupils will be encouraged to speak out if bullying is occurring.
- ◆ Pupils who wish to pass on information anonymously about bullying should use the 'Name' box that is located in the library. This will be frequently checked by Librarians who will pass on information to the appropriate House office in the first instance. The comments will be followed up in accordance with this policy.
- ◆ The anti-bullying message will be reinforced through the Personal Development Programme and the PSHE curriculum, tutor time, assemblies and subject areas.
- ◆ The school will continue to support the national anti-bullying week, Mid November in order to support a whole school focus.
- ◆ The school will continue to hold and renew as required the West Berkshire Anti-Bullying Award.

**Evaluation:**

This policy should be reviewed annually by the School Council.

An anti-bullying report will be compiled by the Houses and co-ordinated by the Deputy Headteacher: Student Progress and Inclusion indicating the number and type of cases of bullying, the action(s) taken, including the short and long term impact of actions on both the bully and the student who was bullied.

The report will be presented to the Governors' Education Committee at each of its meetings to provide an indication of the implementation and effectiveness of the Anti-bullying Policy.

The incidents relating to Social Media will also be indicated on the report to Governors, as a way to monitor the level of activity in this area.

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Signed by Chair of Governors

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Date