Anti Bullying Policy

Ixworth High School

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Relevant Policies and Documents

- Anti-Bullying Alliance (ABA) Framework
- Behaviour For Learning Policy
- Safeguarding and Child Protection Policy
- Keeping Children Safe In Education 2024
- Code of Conduct for Staff
- Complaints Procedure
- Equalities Policy
- Health and Safety Policy
- Managing Violence in Schools Policy
- Peer on Peer Abuse Policy
- Preventing and Tackling Bullying Advice for Headteachers, Staff and Governing Bodies – DfE (2011)
- Section 89 of the Education and Inspections Act 2006

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1. The Trust

The Sapientia Education Trust and our schools stand firmly opposed to child on child abuse and bullying of any nature for any reason. This policy is designed to:

- Make clear the position of The Sapientia Education Trustt and our schools on issues of bullying and discrimination, including cyberbullying and prejudice-based bullying.
- Ensure there are appropriate procedures and levels of awareness in order for appropriate action to be taken in a timely manner to safeguard and promote children's welfare.
- Ensure pupils, staff and all stakeholders across all our schools and settings understand our definition of bullying and our policy and procedures.
- To ensure all pupils, staff and stakeholders understand how to notice and report bullying as a form of child on child abuse.
- To outline the position of The Sapientia Education Trust and our schools on preventing and responding to allegations of bullying

2. Policy Statement

Ixworth High School is committed to ensuring that all pupils and students feel safe, supported and included in our schools. The Trust and our schools will work to ensure all pupils and students feel a part of their school communities and that these communities are welcoming, supportive and free of bullying. Ixworth High School should be an environment in which pupils and students or their parents/carers can feel comfortable and confident reporting incidents of bullying in the knowledge that they will be listened to, allegations will be investigated, and resolutions will be found.

Ixworth High School operates a zero tolerance approach to bullying, and proactively promotes the fact that we do not tolerate any form of bullying. All students and staff have the right to feel happy, safe and included, as stipulated in Keeping Children Safe in Education 2024.

Pupils, students and staff have the right to work in an environment without harassment, intimidation or fear.

Our aim is to provide inspirational, happy and comfortable environments, which positively encourage students to want to come and learn. Pupils, students are encouraged to inform a responsible adult that they feel comfortable with as soon as they suspect they or anyone else is being bullied. This would normally be a teacher / class teacher / tutor or the Pastoral Team.

Respect for each other is vital. Everyone has a right to maintain their dignity and their values. Each one of us has to acknowledge, understand and respect every other individual. Bullying is when the actions by one person against another are perceived to cause them harm.

The actions may be by one or more individuals. Relationships between young people can and do break down from time to time. To minimise the number of times that these differences lead to bullying requires each individual to respect other. By encouraging, modelling and maintaining respect we can avoid teasing, ignoring and name calling thus ensuring everyone is treated fairly

The aims of the Anti-Bullying Policy are to:

- Provide a caring and supportive environment for all children;
- Enable all pupils and students to develop the personal skills necessary to deal with bullying if they encounter it;
- Enable students to recognise actions that may lead to bullying and therefore prevent bullying behaviour;
- Encourage pupils and students to take appropriate action if they see bullying behaviour;
- Promote positive strategies to combat bullying and restore positive relationships;
- Ensure there are no barriers to recognising abuse or bullying of the very vulnerable or those pupils and students with SEND or certain medical conditions;
- Ensure all pupils and students are safeguarded from potentially harmful and inappropriate online material; this includes cyberbullying.

3. Defining Bullying

Definition

Ixworth High School defines bullying as deliberate behaviour which is intended to hurt someone either physically or emotionally. This definition of bullying applies to all pupils, students and employees of the school and also to any other stakeholders including, but not limited to, parents/carers or other agencies.

This policy will apply at any point whilst a child is registered as a pupil or student at our schools. All staff are trained to be vigilant about all forms of peer abuse, including bullying.

It is important for all staff and students to be aware of what the school means by 'bullying'.

Bullying can take many forms, and may include, but is not limited to five main categories. These being:

- Physical: hitting, kicking, taking belongings;
- Emotional: humiliating someone, name calling, using insulting names or comments;
- Driven by a prejudice: this might be homophobia, transphobia, sexism, diabolism, racism, targeted at faith or victimising those with special educational needs or disabilities. It may be picking on someone because they are cared for away from home or it may involve picking on someone who cares for a sick relative;
- Indirect: spreading nasty stories, excluding somebody from social groups;
- Cyber-bullying: any form of bullying using a mobile phone or the internet, chat rooms, social networking sites, instant messaging or email;
- Virtual (cyber-bullying): threatened, harassed, humiliated, embarrassed or otherwise targeted by another child using the Internet, interactive and digital technologies or mobile phones.

"Bullying" usually, but not exclusively, has three common elements:

- It is deliberately hurtful;
- It is intended to cause harm or hurt
- It is difficult for those being bullied to defend themselves.

It may also be bullying when:

- The same person or group always leaves someone out or shuns them;
- Someone makes threats of violence against someone else;
- Someone damages someone else's kit or clothing deliberately.
- Someone takes someone else's belongings deliberately;
- Someone tries to force someone else to do something they do not want to do;
- Someone tries to force another to do something sexual they do not want to do.

Some forms of bullying are attacks not only on the individual, but also on the group to which they may belong.

Within the Trust and its schools, particular attention will be paid to:

- Racial harassment and racist bullying;
- Sexual bullying;
- The use of homophobic and transphobic language;
- Bullying of students who have special educational needs or disabilities.

Sexual online bullying is classified as a form of sexual harassment and should be reported to the DSL/ADSL. Ixworth High School believes that any behaviour which intends to cause harm or upset is unacceptable and that all forms of discrimination are wrong.

4. Role of the Headteacher

The Headteacher has a legal responsibility to ensure their school has an Anti-Bullying procedure in place. The Headteacher will ensure that:

- All staff are trained in how to identify, report and respond to incidences of peer abuse, including bullying;
- The development of anti-bullying and celebrating diversity strategies are discussed with the school's senior leadership team;
- Any sanctions for bullying appropriately reflect the nature of the incident;
- Any complaints about the efficiency or effectiveness of investigations into bullying are listened to and responded to;
- The DSL/ADSL is advised of any incidents of bullying in order that safeguarding and wellbeing implications can be assessed;
- In conjunction with the DSL and SENCO ensure that appropriate additional training is in place in order that staff can recognise the additional risks that pupils and students with special education needs and disabilities (SEND) face, for example, from online bullying, grooming and radicalization;
- Information around bullying is tracked and shared with the Trust Designated Safeguarding Lead to inform anti-bullying policy and procedure across Sapientia Education Trust.

5. All Staff

All staff are responsible for the day-to-day implementation of the Anti-Bullying Policy and procedures. All staff are expected to be vigilant and persistent in identifying, reporting and supporting those involved in peer abuse, including bullying.

All staff are expected to report incidents of child on child abuse, including bullying immediately.

6. Preventative Measures

Clearly the best way to deal with bullying is to prevent it occurring. The Trust and its schools will actively seek to prevent bullying by:

- Encouraging considerate behaviour and rewarding such behaviour with praise and rewards;
- Actively engaging students and pupils in meaningful activities inside and outside the classroom to avoid boredom;
- Staff providing role models of considerate and non-bullying and abusive behaviours;
- Providing a physical environment which is secure, safe and easily supervised;
- Providing space for students to avoid overcrowding. Providing a range of environments during breaks;
- Raising the awareness of child on child abuse and bullying and its consequences amongst students, pupils and staff;
- Ensure all staff receive current training in the prevention of cyber-bullying;
- Provide guidance for parents and carers to enable them to monitor and 'spot' cases of cyber bullying at home.
- Making clear to pupils and students the consequences of being labelled a 'bully';
- Assemblies with themes of friendship, kindness, co-operation and building self-esteem, to encourage these ideals;
- Activities which emphasise co-operation;
- Embedding with the Trust a culture of restorative approaches, used to both prevent occurrences of bullying and restore relationships.

7. Dealing with bullying incidents

The appropriate action may vary greatly. It will range from counselling from the class teacher / tutor to a formal suspension. In all cases of bullying, parents / carers will be involved. The most severe action may be taken against those students involved in bullying. The victims of bullying will receive help and guidance from the staff at the school.

Anti-Bullying advice for pupils and students: what should you do?

Talk to someone you trust and get them to help you take the right steps to stop the bullying. If you feel you are being bullied:

- try to stay calm and look as confident as you can;
- be firm and clear – look them in the eye and tell them to stop;
- get away from the situation as quickly as possible;
- tell an adult what has happened straight away;
- tell your family;
- if you are scared to tell an adult on your own, ask a friend to go with you

  Keep on speaking until someone listens and does something to stop the bullying; don't blame yourself for what has happened.

When you are talking to an adult about bullying, be clear about:

- what has happened to you;

- how often it has happened;
- who was involved;
- who saw what was happening;
- where it happened;

If you need to report bullying out of school, or want to talk to someone totally unconnected with school, please contact **Childline** on freephone **0800 1111 or www.childline.org.uk**

Remember: we can only help you if we know about the problem. Don't stay silent!!

Pupils and students who have been bullied will be supported:

- They will be reassured that they do not deserve to be bullied and this is not their fault;
- We will assure them that it was right to report the incident;
- We will encourage them to talk about how they feel;
- We will try to ascertain the extent of the problem;
- We will engage them in making choices about how the matter may be resolved;
- We will try to ensure that they feel safe;
- We will discuss strategies for being safe and staying safe;
- We will ask them to report immediately any further incidents to us;
- We will affirm that bullying can be stopped and that our school will persist with intervention until it does;
- We will interview the pupil / student (or pupils / students) involved in bullying separately;
- We will listen to their version of events;
- We will talk to anyone else who may have witnessed the bullying;
- We will reinforce the message that bullying is not acceptable, and that we expect bullying to stop;
- We will seek a commitment to this end;
- We will affirm that it is right for pupils and students to let us know when they are being bullied;
- We will adopt a joint problem solving approach where this is appropriate; students will be involved to help us find solutions to the problem. This will encourage pupils and students involved to take responsibility for the emotional and social needs of others;
- We will consider sanctions under our school Behaviour For Learning policy;
- We will advise pupils and students responsible for bullying that we will be checking to ensure that bullying stops;
- We will ensure that those involved know that we have done so;
- When bullying occurs, we will contact the parents / carers of the pupils and students involved at an early stage;
- We will keep records of incidents that we become aware of and how we responded to them. We will follow up after incidents to check that the bullying has not started again.

Students and pupils who have bullied will be helped by:

- discussing what happened and how to resolve the situation;
- discovering why the students and pupils became involved;
- establishing the wrong doing and need to change;

- Being offered the opportunity for a restorative conference to share how they have been affected and to restore a positive relationship;
- informing parents or carers to help change the attitude of the student or pupil.

The following disciplinary steps may be taken:

- official warnings to cease offending;
- exclusion from certain areas of school premises;
- removal from lessons;
- escalation to the police or Children's Services (in consultation with the DSL/ADSL and in line with the Trust Safeguarding and Child Protection Policy);
- time in internal exclusion
- suspension
- permanent exclusion, a decision taken by the Headteacher

If incidents need to be reported to the police, staff will continue to help both the victim and perpetrator(s) remain protected, especially from any bullying or harassment (including online).
We ask that parent/carers have open conversations at home to ascertain the content of their child's phone or social media. It is important that the child knows that parent/carers may ask to look at their behaviour online.

Beating the cyber-bullies: top tips for teaching staff:

- Integrate anti-cyber-bullying work into your existing citizenship, PSHE lessons;
- Place computers where screens are visible and students and pupils can be easily supervised;
- Encourage students to think about their own cyber safety, for example not sharing passwords, being careful about what personal information they put in the public domain, and not meeting up with people who have contacted them online;
- Encourage pupils and students to set privacy settings on social media sites to ensure their information is kept private;
- Remember that students and pupils who cyberbully do not see the reaction of those experiencing it so it is sometimes harder for them to see the impact of their actions;
- Explain to pupils and students that if they do experience cyber-bullying, they should tell someone about it and keep evidence by saving text messages and e-mails, or taking screen grabs and recording website URLs;
- Ensure cases of cyber bullying are passed to the relevant DSL or ADSL in school;
- Urge pupils and students to take regular breaks from e-communications; to have periods when they are not contactable by phone, e-mail or IM;
- Encourage pupils and students to develop a healthy skepticism of the internet. Use examples to show that not everything they read is true and that people may not be who they claim to be;
- Emphasise to pupils and students that when accepting 'friends' on social networking and IM sites, quality is more important than quantity;
- Remember that, as with other forms of bullying, both the victim and the bully may need emotional support.

Key questions for Stage 1 are:

- Are all pupils involved safe? Is anyone's physical health or wellbeing at risk? Do you need to refer to the Safeguarding and Child Protection Policy? Do you need to access external support (police/NHS?) Have

the incidents been recorded? Did you tell the pupil(s)/student(s) being bullied that you are taking it seriously and that it is not their fault and that they do not need tolerate bullying? Have you asked the pupil(s)/student(s) being bullied how they are feeling and how they think it can be resolved? Have you informed the pupil(s)/student(s) what you will be doing next?

Key questions for Stage 2 are:

- Have you developed a strategy together with the victim and are they happy with the agreed way forward?
- Have you sought agreement from all those involved about the way forward? Sometimes this could be done with a signed agreement by those involved or simply a conversation but it is important to record this agreement.
- Have you regularly checked in with the victim/s? Do they have a discreet way to report to you about how they are feeling at school regularly? Have you talked to parents/carers?
- Is your response built upon changing the behaviour of the group and not solely on changing the behaviour of the victim/s? This is important to avoid sending a message to the victim(s) that the bullying is their fault.

Key questions for Stage 3 are:

- What has this incident taught us? Does this reveal any issues in school (unstructured play)? Do staff need any training? Does the policy need updating? Have you identified any gaps? Do parents have a good understanding of what bullying is and isn't? Do they know the school approach to anti-bullying? What needs to happen/who do you need to speak to in order to make this happen? By when and how?

8. Bullying outside the school premises

By law, headteachers have the power to respond to and manage pupil and student behavior outside of school sites.

The definition of bullying shared above is therefore applied both on and off the premises of our schools and the seriousness of an allegation will never be lessened by it taking place off-site.
The bullying may involve pupils / students from our own schools or pupils / students from other schools or by people who are not at school at all. Where a pupil / student or parent / carer tells us of bullying off the school premises we will determine the best course of action which may include:

- Talking to students about how to avoid or handle bullying outside of school;
- Talking to the Headteacher of another school whose students are bullying;
- Talking to the transport company about bullying on buses;
- Talking to the police.

We will refer to the Trust Safeguarding and Child Protection Policy, the school Behaviour for Learning Policy, KCSIE 2024 and Anti Bullying Policy when determining the next steps.

9. Key contact numbers

Advisory Centre for Education (ACE)		0808 800 5793
Children's Legal Centre	-	0845 345 4345

Childline	-	0800 1111 & www.childline.org.uk
KIDSCAPE Parents Helpline (Mon-Fri, 10-4)	-	0845 1 205 204
Parentline Plus	-	0808 800 2222
Youth Access	-	020 8772 9900
Bullying Online	-	http://www.bullying.co.uk
Beat Bullying	-	http://www.beatbullying.org/
Thinkuknow (cyberbullying)	-	http://www.thinkuknow.co.uk/

10. Complaints

Any complaints about this policy from outside the Trust should be made in accordance with the Trust's Complaints Policy. Any other complaints should be brought to the attention of the Headteacher in the first instance.

Complaints that are in the public interest and relate to suspected malpractice may be appropriate to raise under the Trust's Whistleblowing Policy.

11. Compliance and performance monitoring

The Trust Designated Safeguarding Lead in conjunction with the Trust Leadership Team will review this policy on an annual basis to assess its implementation across the Sapientia Education Trust and the effectiveness of the policy.

The Trust has identified a range of Assurance Methodologies as tools by which compliance with polices can be tested. Those most relevant to this policy include:

- External Audit
- Internal Audit
- Random testing by line managers