CAMS HILL SCHOOL
ANTI-BULLYING POLICY

Contents

Introduction

"Providing safe and happy places to learn is essential to achieving school improvement, raising achievement and attendance, promoting equality and diversity, and ensuring the safety and well-being of all members of the school community." (DfE,2007)

Cams Hill is a school in which young people flourish both academically and socially. We aim to foster a healthy and safe community where individuals take responsibility for themselves and show respect for others, emphasising the importance of positive relationships amongst all members of the school community.

At Cams Hill School, staff and governors believe that all pupils have a right to learn in a supportive, caring and safe environment free from harassment or discrimination. We work hard to foster good relationships within the school and want all pupils to be free from the fear of being bullied.

This means that **every allegation** of bullying will be treated seriously. Pupils who incite others to physical or verbal bullying will, themselves, be treated as bullies.

The Department for Education's advice for parents and carers on cyberbullying can be found via the link below.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/444865/Advice_for_parents _on_cyberbullying.pdf

This policy links with the following policies and practices:

- Child Protection Policy;
- Complaints Policy;
- Equality and Diversity Policy;
- Good Behaviour Policy;
- ICT Policy
- Online Safety Policy;
- Safeguarding Policy;
- Staff Acceptable Use of ICT Policy.

Aims

- To address, reduce and eliminate all forms of bullying in school and in school activities.
- To promote and improve an understanding and recognition in staff, parents/carers and pupils of the signs of bullying.
- To promote a clear and unambiguous anti-bullying ethos, including promotion of the need to and the courage to speak out.
- To support and protect the pupils involved.

Definition

Bullying is any repeated behaviour which is deliberately intended to hurt, threaten or frighten another person or group of people. It is usually unprovoked and can continue for a prolonged period of time. It always reflects an imbalance and abuse of power. It is important that it must not be confused with the usual childhood/teenage disagreements and arguments where individuals "fall out" with one another.

Bullying can be:

- Emotional – being unfriendly, excluding, tormenting.

- Physical – pushing, kicking, hitting, punching or any use of violence.

- Racist – racial taunts, graffiti, gestures.

- Sexual – unwanted physical contact or sexually abusive comments.

- Homophobic – because of, or focusing on the issue of sexuality.

- Verbal – name calling, sarcasm, spreading rumours, teasing.

- Cyber – all areas of internet, such as email and internet chat room misuse. Mobile threats by text messaging and calls. Misuse of associated technology, ie camera and video facilities.

- Disability/SEN – because of, or focusing on a disability or special educational need.

- Home circumstance – targeting individuals who are looked after children or because of a particular home circumstance.

Bullying can therefore constitute any of the above activities within the context of the definition provided. Bullying may occur to anyone and this policy is inclusive of the bullying of school staff, whether by pupils, parents/carers or other staff. (Members of the school workforce suffering from or concerned about bullying may also contact their trade union or professional association for support and advice).

Bullying can seriously damage a person's confidence, sense of self-worth and mental health, and they will often feel that they are at fault in some way. Pupils who are being bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness or taking unusual absences. There may be evidence in work patterns, lacking concentration or truanting from school. These signs and symptoms may indicate other problems, but bullying should be considered a possibility and should be investigated.

Objectives

- Cams Hill School will always take bullying seriously. We use a range of proactive and reactive strategies to combat and prevent bullying.

- To prevent, de-escalate and/or stop any continuation of harmful behaviour.

- To react to bullying incidents in a reasonable, proportionate and consistent way.

- To safeguard the pupil who has experienced bullying and to trigger sources of support.

- To apply disciplinary sanctions to the pupil causing the bullying and ensure they learn from the experience, possibly through multi-agency support.

Responsibilities

1. The Governing Body

Governors monitor the effectiveness of the policy and of anti-bullying strategies, through reports from the Headteacher, and liaise with Senior Leaders and other staff over individual cases as necessary.

2. The Headteacher

The Headteacher has a duty under the School Standards and Framework Act (1998) to draw up procedures to prevent bullying among pupils. At Cams Hill School the Headteacher:

- ensures that staff have an opportunity to develop, review and monitor policy and strategy;
- ensures that the policy is well-publicised to parents/carers, pupils and staff;
- ensures that all staff (including governors) have access to appropriate training;
- reports on bullying to governors;
- nominates a member of the Senior Leadership Team to have overall responsibility for the management of matters relating to bullying.

3. Heads of Year/Assistant Heads of Year/Designated Safeguarding Lead

Care, guidance and support staff are responsible for the day to day management of bullying incidents and ensuring that policy is followed. They keep records and make contact with parents/carers when necessary. They also ensure that all incidents of bullying are recorded on the "Cams Hill School Instances of Bullying Recording Sheet" so that bullying can be monitored to inform further intervention strategies. This paperwork is kept by Miss Robinson.

4. All Other Staff

All adults working at the school have a responsibility to know the policy and procedures. All staff should look out for possible problems, even when they are not reported directly. Pupils who are being bullied may show behaviour changes, eg becoming shy and nervous, feigning illness or showing lack of concentration. Staff should always take allegations of bullying seriously and follow procedures in order to address the problem. They should always report such incidents to the pastoral team.

All teaching staff and curriculum-linked teaching assistants should continue to raise awareness of the Anti-Bullying Policy as opportunities arise through the curriculum and through the formal delivery of the Personal, Social, Health and Economic (PSHE) curriculum.

5. Pupils

All pupils are encouraged to take a proactive approach to bullying. For example, they should report incidents they witness which cause concern, and encourage friends to report incidents.

Dealing with Incidents

Although **ALL** allegations of bullying are treated seriously it is, first of all, important to distinguish between bullying as defined here and single acts of unkindness or 'friendship problems' that tend to arise from time to time.

The incident should be talked through with the member of staff or the parent/carer to whom the report has been made. The pupil should be reassured that something will be done. It may be appropriate at this stage to ask the pupil to keep a log over the next few days recording the date, time and nature of the incident and the presence of any witnesses. This will help to establish exactly what is happening. It may, of course, be obvious that there is a clear case of bullying in which case more proactive action is followed.

In the former case, it is vital to follow up the initial report with the pupil a few days later.

If it is clear that bullying is taking place this must be reported to the appropriate person:

- pupils and/or parents/carers should report their concerns to their child's form tutor in the first instance. A written statement should be taken;
- in more serious or repeated incidents, the Head of Year, Assistant Head of Year, and Designated Safeguarding Lead, or a member of the Senior Leadership Team, may become directly involved.

IT IS IMPORTANT THAT WHOEVER DEALS WITH THE PROBLEM ACTS AS QUICKLY AS POSSIBLE.

The form of the investigation, once the initial allegations have been made, should be based on the following guide:

- initial discussions with the alleged offender should provide an opportunity for a full review of the circumstances;
- if there is a confession, the bully should be commended for their honesty and given an opportunity to talk about how the situation should have been handled. If there is no admission, even after further probing questioning, the member of staff should take a view. At this stage, declarations should be taken from all involved.

In reality these discussions can be complex and emotional. For this reason only, general guidelines are given here. Staff are encouraged to seek advice at all stages.

The offender should know that staff will now be monitoring the situation closely and that, should there be a repeat of the bullying (particularly towards the same victim), an escalation in line with the Cams Hill School Actions and Consequences may follow.

- If the victim is willing, it may be appropriate to bring the pupils together for a restorative meeting in order to seek assurances and to allow a new start. Sometimes the victim may wish to 'withdraw charges' as long as the bullying stops. In some circumstances this can be an effective tactic.
- It should be made clear to those involved what conclusions have been reached and what actions have been/will be taken.
- The parents/carers of all parties should be informed.
- Full records should be kept on the files of both pupils through the Head of Year. Details should be forwarded to Miss Robinson for centralised record keeping.
- Where more serious issues come to light, involving damage, injury or theft, senior staff should be informed. It may be necessary to involve the Police and/or the Designated Safeguarding Lead. It may be necessary for the school to arrange external agency support.
- Although bullying in itself is not a specific criminal offence in the UK, it is important to bear in mind that some types of harassing or threatening behaviour, or communications, could be a criminal offence - for example, under the Protection from Harassment Act 1997, the Malicious Communications Act 1988, the Communications Act 2003, and the Public Order Act 1986.

Useful Links & Supporting Organisations

- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Carers Trust: www.carers.org
- Childline: www.childline.org.uk
- Family Lives: www.familylives.org.uk
- Kidscape: www.kidscape.org.uk
- MindEd: www.minded.org.uk
- NSPCC: www.nspcc.org.uk
- PSHE Association: www.pshe-association.org.uk
- Restorative Justice Council: www.restorativejustice.org.uk
- The Diana Award: www.diana-award.org.uk
- Victim Support: www.victimsupport.org.uk
- Young Minds: www.youngminds.org.uk

SEND
- Changing Faces: www.changingfaces.org.uk
- Mencap: www.mencap.org.uk

Cyberbullying
- Childnet: www.childnet.com
- Internet Watch Foundation: www.iwf.org.uk
- Think U Know: www.thinkuknow.co.uk
- UK Safer Internet Centre: www.saferinternet.org.uk
- The UK Council for Child Internet Safety (UKCCIS) www.gov.uk/government/groups/uk-council-for-child-internet-safety-ukccis
- DfE 'Cyberbullying: advice for headteachers and school staff': www.gov.uk/government/publications/preventing-and-tackling-bullying
- DfE 'Advice for parents and carers on cyberbullying': www.gov.uk/government/publications/preventing-and-tackling-bullying

Race, religion and nationality
- Anne Frank Trust UK: www.annefrank.org.uk
- Kick it Out: www.kickitout.org
- Report it: www.report-it.org.uk
- Stop Hate: www.stophateuk.org
- Educate against Hate: www.educateagainsthate.com

LGBTQ
- Barnardo's LGBTQ Hub: www.barnardos.org.uk/what_we_do/our_work/lgbtq.htm
- Metro Charity – Embrace Difference: www.metrocentreonline.org
- EACH (Educational Action Challenging Homophobia): www.eachaction.org.uk
- Proud Trust: www.theproudtrust.org
- Schools Out UK: www.schools-out.org.uk
- Stonewall: www.stonewall.org.uk

Sexual harassment and sexual bullying
- Ending Violence Against Women and Girls (EVAW) www.endviolenceagainstwomen.org.uk

Additional links can be found in 'Preventing and Tackling Bullying' (July 2017)
www.gov.uk/government/publications/preventing-and-tackling-bullying