

**New Islington Free School**

## **Anti-bullying Policy**

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**Agreed October 2019**

**Next review October 2020**

## Policy Statement

1. **Scope:** This policy applies to all pupils and staff at the School irrespective of their age and whether or not a pupil is in the care of the School when/if bullying behaviour occurs. It should be read alongside the School's Behaviour Policy
2. **Publication:** This policy is available to all parents and pupils via the School's website and is also available on request from the school office. It is also available to all members of staff via the staff intranet.
3. **Policy aims:** Through the operation of this policy we aim:
  - To ensure that the School's measures designed to prevent bullying have regard to DfE guidance *Preventing and Tackling Bullying – advice for head teachers, staff and governors* (July 2017) and as updated. This document defines bullying as follows:

*'Behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can take many forms (for instance, cyber-bullying via text messages, social media or gaming), and is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender, sexual orientation, special educational needs or disabilities or because a child is adopted or in care . It might be motivated by actual differences between children, or perceived differences. Stopping violence and ensuring immediate physical safety is obviously a school's first priority but emotional bullying can be more damaging than physical; teachers and schools have to make their own judgements about each specific case.'*

- To maintain a positive, supportive and caring culture among all pupils and staff throughout the School; and
  - To deter bullying behaviour, detect it when it occurs, and deal with it by counselling and/or disciplinary sanctions. If necessary, this could result in the exclusion of those found guilty of bullying others.
4. **Principles:** Bullying behaviour is always unacceptable and will not be tolerated at the School for three, key reasons:
    - It is harmful to the person who is bullied, those who engage in bullying behaviour and those who support them. It can, in some cases, lead to lasting psychological damage and even suicide;
    - It interferes with a pupil's right to enjoy his learning and leisure time free from intimidation; and
    - It is contrary to all our aims and values, our internal culture and the reputation of the School.

## Bullying Behaviour

**5. Meaning:** Bullying is behaviour which, over time, hurts or causes distress by taking unfair advantage of another person in some way, making the victim feel uncomfortable or threatened.

**6. Causes:** There are many possible causes of bullying. These include:

- Sexual - talking to or touching someone in a sexually inappropriate way;
- Sexist - related to a person's gender;
- Racist;
- Homophobic - related to a person's sexual orientation;
- Bullying related to a person's religion or culture;
- Bullying related to a person's home circumstances; and/or
- Bullying related to a person's disability, health, special educational needs or appearance.

Equally, however, the act of bullying may not be related to any obvious cause at all.

**7. Manifestations:** Similarly, bullying may manifest itself in a variety of different forms. These include:

- Physical – hitting, kicking or pushing people around; spitting; or taking, damaging or hiding their possessions;
- Verbal – including name calling, taunting, teasing, insulting behaviour or demanding from them money or other tangible items of value;
- Exclusionary behaviour – including intimidating, isolating or excluding a person from a group;
- General acts of unkindness – including spreading rumours
- Cyber bullying – including using the internet, mobile telephones, texts, emails and social networking sites.

**8. Cyber bullying:** The School has an Acceptable Use Policy which deals with 'cyber bullying'. This can be defined as the deliberate use of information and communications technology (ICT), particularly mobile telephones and the internet, to upset someone else.

**9. Intention:** Not all bullying is deliberate or intended to hurt. Some individuals may see their hurtful conduct as 'teasing' or 'a game'. Whilst these forms of bullying are equally unacceptable, they may not be malicious and, as a result, can be corrected quickly with advice and without disciplinary sanctions. However, it should be understood that a bully who does not respond appropriately to advice will face sanctions provided for by the School's Behaviour Policy.

**10. Responsibility:** It is everyone's responsibility to ensure, whatever the circumstances, that no-one becomes a victim of bullying.

**11. Legal aspects:** Bullying behaviour also may be regarded as threatening behaviour or harassment, which again can be either a criminal offence or a civil wrong.

## **Anti-Bullying Culture**

**12. Ethos:** Our expectation of all members of the School community is that:

- Everyone will uphold the school values which are shared with families and discussed everyday by all staff; our core values are respect, kindness, cooperation and resilience which fall under the umbrella statement 'We do the right thing'.
- A pupil or a member of staff who witnesses or hears of an incident of bullying will report it;
- A complaint of bullying always will be taken seriously; and
- No one will tolerate unkind actions or remarks or stand by when someone else is being bullied.

Parents are also encouraged to report any incidents of bullying which they witness or of which they become aware.

**13. Equal opportunities:** In School and in every year group:

- Discriminatory words and behaviour are unacceptable;
- Positive attitudes are fostered towards people who are disabled and towards the different ethnic, cultural and linguistic groups both within and without the School; and
- Positive attitudes are fostered towards both sexes and those with different sexual orientations through the curriculum and tutorials.

**14. Staff:** Through their training and experience, members of staff are expected to promote an anti-bullying culture by:

- Celebrating achievement;
- Anticipating problems and providing support;
- Disciplining sensibly and fairly;
- Making opportunities to listen to pupils; and
- Acting as advocates of pupils.

**15. Pupils:** Pupils are informed and taught that bullying will not be tolerated in the School. They are encouraged: to celebrate the effort and achievements of others; to

hold and promote positive attitudes; to feel able to share problems with staff; to turn to someone they trust, if they have a problem; and not to feel guilty when making complaints.

## **Anti-Bullying Strategy**

- 16. Approach:** Our strategy for detecting and dealing with bullying is designed to operate both consistently throughout the whole school
- 17. Vigilance:** Members of staff are vigilant at all times. However, this is particularly so when pupils are participating in less structured sessions such as play time and lunchtime.
- 18. Meetings:** Bullying is regularly discussed in staff meetings of teaching and support staff. In addition, pupil voice is actively sought.
- 19. Education:** A wide-ranging programme exists across the School to educate pupils about bullying and the implications of this policy. PHSE is incorporated into the Curriculum that the school follows.
- 20. Assemblies and meetings with parents:** Bullying is also the subject of assemblies conducted in school. Anti-Bullying messages are reinforced in class and around school. Finally, the School regularly advises and informs parents about keeping their child safe when online.
- 21. Staff training:** The prevention of bullying is one of a number of pastoral issues provided for by the induction programme for newly appointed teachers. Appropriate training is arranged to ensure that staff have the necessary professional skills, especially awareness of the risk and indications of child abuse and bullying; how to deal with individual cases; and counselling others. In addition, we ensure that:
- There is an adequate staff presence at all times, including periods when pupils are not engaged in lessons;
  - Staff are actively involved with pupils when they are on duty;
  - Measures are taken to avoid boredom and lack of purpose among pupils, including the provision of a range of clubs and other organised activities during the lunch break and after school;
  - Good behaviour and discipline is maintained at all times.
- 22. Pupils' responsibilities:** It is our aim for pupils to contribute to the success of this policy. We emphasise to all pupils the role which is expected of them in setting a good example and being helpful to younger pupils and each other and when to report concerns to staff.
- 23. Record keeping and monitoring:** The school maintains records of the welfare and development of individual pupils. Every complaint or report of bullying must be recorded on CPOMS, it being the responsibility of the class teacher to complete this report, in conjunction with the Head Teacher as required. However, the School is

aware of the many possible reasons why incidents of bullying might not be reported and advises staff and pupils accordingly.

**24. Culture:** The failure of a victim or witness to report an incident of bullying would be contrary to the anti-bullying culture the School strives continuously to create and reinforce. Consequently, a key goal of our anti-bullying strategy is to encourage every pupil to understand that:

- The primary aim will be for the bullying to cease rather than the punishment of the bully, though there will be circumstances where the latter is necessary. Every complaint of bullying will be taken seriously;
- Members of staff will deal with a complaint correctly and effectively;
- There is a solution to nearly every problem of bullying; and
- A pupil who complains will receive support and advice and in many cases the problem can be dealt with on a 'no-names' basis.

## Review

**25. Review:** This Policy will be reviewed annually by the Head Teacher in consultation with the Governors and others, and updated as necessary. In undertaking the review, account will be taken of the results of the monitoring as set out above, as well as any changes in legislation and/or statutory guidance and other relevant information gathered.

## APPENDIX 1

### Procedures for investigating reports of bullying

**1. Guidelines:** The following procedures serve as a guideline, except where expressed in the terms "should" or "must". When responding to individual cases, staff will draw upon their experience and training, together with the wealth of advice available from the Pastoral Team.

#### **2. Reporting complaints of bullying:**

**Pupils:** A pupil who is being bullied, or who is worried about another pupil being bullied, should complain without delay and inform a responsible adult.

**Parents:** Parents who are concerned that their child is being bullied should inform the class teacher in the first instance without delay.

**Staff:** Whilst this policy focuses on the bullying of pupils, it is recognised that staff can be the victims of bullying.

**3. Initial complaint:** A person in authority who learns of alleged bullying behaviour must respond quickly and sensitively by offering advice, support and reassurance to the alleged

victim. He or she must report the allegation to the class teacher (or Head Teacher) of both the victim and the alleged bully as soon as possible but within 2 days at the most.

**4. Response of the Class teacher:** The class teacher must: record the complaint; consult with the Head Teacher to agree on a strategy, and on who will take the lead. Where the allegation is particularly serious (e.g. where there are a large number of people involved either as victims or as bullies) The Head Teacher will then supervise the investigation (see para. 6 below).

**5. Assessment:** The victim's classteacher, typically accompanied by another member of staff, will normally conduct and record an interview with the alleged victim and (unless the case is very serious) any other witnesses without delay – on the day itself or within two days at the most. They will also and form an initial view of the allegation. This assessment will consider:

- The nature of the incident(s);
- The extent to which it is a 'one-off' or whether it forms a pattern of behaviour;
- The extent to which it involves an individual or a group;
- Whether any physical injury has been caused;

**6. Serious incident:** By contrast, if a classteacher believes that either serious bullying behaviour has occurred, or that serious bullying behaviour has recurred after warnings have been given to the bully, (s)he must inform the Head Teacher. The Head Teacher will then interview the alleged victim, bully and any witnesses separately, in order to establish the facts of the case. Other members of staff may be present. This should take place on the day or within two days of the incident being highlighted.

**7. Liaising with parents:** The staff member managing the investigation will notify the parents of the victim and bully giving them appropriate information concerning the case and reassuring them that action is being taken. This should take place on the day of the incident, or on the day of notification of the incident, or within two days of this at the most.

**8. Range of action:** When an allegation is upheld, the action will be recorded by the Head Teacher. The range of responses will include one or more of the following:

- Advice and support for the victim and, where appropriate, establishing a course of action to help the victim;
- Advice and support to the bully in trying to change his behaviour. This may include clear instructions and a warning or final warning.
- A disciplinary sanction against the bully, in accordance with the School's Behaviour and Discipline Policy such as a temporary exclusion;
- In a very serious case or a case of persistent bullying, a pupil may be required to leave the School permanently in accordance with the School's Exclusions Policy;

- Involving social services or the police;
- Notifying the parents of one or both pupils about the case, providing details of the action taken as appropriate;
- Such other action as may appear to the School's senior management to be appropriate.

**9. Monitoring:** The position should be monitored for as long as necessary thereafter. Action may include: sharing information with colleagues and pupils on a 'need to know' basis so that they may be alert to the need to monitor certain pupils closely and provide reassurance and support to the victim; ongoing counselling and support; vigilance; discussing the incident at staff meetings; reviewing vulnerable individuals and areas of the School.

**10. Formal complaint:** If the victim or his parents are not satisfied with the action taken, they should be advised to make a formal complaint, according to the School's *Complaints Procedure*, which is accessible via the School web site and available on request from the school office.

### Organisations that can offer Support

NAME	DETAILS	CONTACT
<b>Act Against Bullying</b>	National charity highlighting new forms of bullying, esp. exclusion bullying. Organises Cool To Be Kind Day campaign in November, aimed at raising awareness of health risks carried by bullying.	0845 230 2560 9 Badgers Hill, Virginia Water, Surrey GU25 4SB <a href="http://www.actagainstbullying.com">www.actagainstbullying.com</a>
<b>Anti Bullying Alliance</b>	UK's leading organisation in the field of bullying. Lots of resources and information on the website.	0207 843 1165 National Children's Bureau, 8 Wakley Street, London EC1V 7QE <a href="http://www.antibullyingalliance.org">www.antibullyingalliance.org</a>
<b>Beatbullying</b>	Fully interactive 3D anti-bullying website. Organises local and regional seminars for young people, and establishes cross-community anti-bullying partnerships for young people who are disadvantaged socially, economically, personally or culturally.	020 8768 1017 77-79 Church Road, London SE19 2YA <a href="http://www.beatbullying.org">www.beatbullying.org</a>
<b>BM Schools Out / LGBT History Month</b>	Provides formal and informal support network for all people who want to raise profile of homophobia, transphobia and heterosexism in education. Campaigns on LGBT issues as they affect education and those in education.	020 7635 0476 National London, London WC1N 3XX <a href="http://www.schools-out.org.uk">www.schools-out.org.uk</a> <a href="http://www.lgbthistorymonth.org.uk">www.lgbthistorymonth.org.uk</a>
<b>Bully Free Zone</b>	Specialist anti-bullying charity offering help, support and information to children young people and families affected by bullying. Also work in partnership with schools and local authorities.	01204 454958 23 Palace Street, Bolton BL1 2DR <a href="http://www.bullyfreezone.co.uk">www.bullyfreezone.co.uk</a>
<b>Child</b>	Works across the UK supporting providing	0870 000 3344



<b>Exploitation and Protection Online (CEOP)</b>	internet safety for children, young people and their families. Also delivers free education programmes – to children and young people, parents and professionals. “Polices” the internet.	33 Vauxhall Road, London SW1V 2WG <a href="http://www.ceop.gov.uk">www.ceop.gov.uk</a>
<b>Childline</b>	UK’s free 24 Helpline for children and young people to call about any worry – more calls on bullying than any other issue. Also run CHIPS (Childline in Partnership with Schools) – they work closely with schools to help them set up effective support for pupils.	020 7650 3231 45 Folgate Street, London E1 6GL <a href="http://www.childline.org.uk">www.childline.org.uk</a> <b>Helpline 0800 1111</b>
<b>Childnet</b>	Non profit organisation working with others to help make the internet a great and safe place for children.	0207 639 6967 Studio 14, Brockley Cross Business Centre, 96 Endwell Road, London SE4 2PD <a href="http://www.childnet-int.org">www.childnet-int.org</a>
<b>Contact A Family</b>	Provides advice, information and support to families with disabled children across the UK and those who work with them.	0207 608 8740 209-211 City Road, London EC1V 1JN <a href="http://www.cafamily.org.uk">www.cafamily.org.uk</a>