



**Central Lancaster
High School**

Anti-Bullying Policy

Central Lancaster High School

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This policy supports the following policies:

- Behaviour for Learning
- Attendance for Learning
- Safeguarding and Child Protection

Anti-Bullying Policy

CENTRAL LANCASTER HIGH SCHOOL

The Central Way

This is the code of conduct defining the 5 expectations of students at all times:

- **Effort** - try to be the best version of YOU!
- **Respect** - look after staff/ students/ self/ environment, both in and out of school.
- **Ready** - be ready to learn by having uniform and equipment.
- **Responsibility** - if you do something wrong, accept the consequence.
- **Punctual & present** - be there, be on time!

Statement of Intent

At Central Lancaster High we are committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere.

Bullying behaviour of any kind is unacceptable at our school. If bullying behaviour does occur, all pupils should be able to tell and know that incidents will be dealt with promptly and effectively. Not only can bullying have an immediate impact on pupils, but a long lasting effect on their mental health if not dealt in this way.

The school disapproves of bullying behaviour in all its forms and considers it a most serious offence. Pupils know that bullying behaviour is completely unacceptable and that they must tell a member of staff who they feel comfortable with if it happens to them or someone they know.

The Principal and all of the staff in school work in creating a climate in which pupils will report any bullying incident in the expectation that it will be dealt with urgently and firmly so that pupils feel supported, happy and safe.

Objectives of this Policy

- To ensure all governors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying behaviour is.

- To ensure all governors, teaching and non-teaching staff should know what the school policy is on bullying behaviour and follow it when bullying behaviour is reported.
- To ensure all pupils and parents should know what the school policy is on bullying behaviour and, what they should do if bullying behaviour arises.
- To ensure as a school we take bullying behaviour seriously. Pupils and parents should feel confident that they will be supported when bullying behaviour is reported.
- To confirm bullying behaviour will not be tolerated.

Safeguarding

Under the Children Act 1989 a bullying incident can be addressed as a child protection concern when there is 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm'. We view any form of bullying at Central as a serious concern and will always seek the help of Local Authority Services and other external agencies where appropriate to help and support the victim and the young person engaging in bullying.

Criminal Law

Although bullying itself is not a specific criminal offence in the UK, there are some types of harassing or threatening behaviour or communication that could be viewed as a criminal offence under the Protection from Harassment Act 1997, the Malicious Communications Act 1988, the Communications Act 2003 and the Public Order Act 1986.

At Central if we feel that an offence has been committed, that puts a pupil at risk or contravenes any of the above acts, we will contact the police. For example, it is an offence for a person to send an electronic communication to another person with the intent to cause distress or anxiety or to send a message which is indecent or offensive, a threat, or send information which is false.

Bullying Outside School Premises

In line with our school Behaviour Policy, the staff at Central have the power to discipline pupils outside the school premises "to such an extent as is reasonable".

This can also relate to any bullying incidents occurring outside of school. Where bullying outside of school is reported it will be investigated and acted on and if appropriate the

police will be contacted, especially if the misbehaviour could be criminal or poses a threat to a member of the public.

In all cases of misbehaviour or bullying staff can only discipline the pupil on school premises or at times when the pupil is under the lawful control of the staff member.

What is Bullying Behaviour?

“Behaviour by an individual or a group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally.”
(DSCF – October 2007)

Bullying behaviours:

- **Physical:** pushing, kicking, hitting, pinching, and any other forms of violence or threats.
- **Verbal:** name-calling, sarcasm, spreading rumours, persistent teasing.
- **Emotional:** excluding (i.e. not speaking to someone), tormenting, ridicule, humiliating.
- **Racist:** racial taunts, graffiti, gestures
- **Sexual:** unwanted physical contact or abusive comments
- **Homophobic:** because of or focussing on the issue of sexuality.
- **Cyber:** all forms of internet, such as email and social media misuse. Mobile threats by text, social media, messaging and calls. Misuse of associated technology i.e. phone camera/video

Cyberbullying

The rapid development of, and widespread access to, technology has provided a new medium for ‘virtual’ bullying, which can occur in or outside school. Cyber-bullying is a different form of bullying and can happen at all times of the day, with a potentially bigger audience, and more accessories as people forward on content at a click.

The Education Act 2011 amended the power in the Education Act 1996 to provide that when an electronic device, such as a mobile phone, has been seized by a member of staff who has been formally authorised by the Principal, that staff member can examine data or files, and delete these, where there is good reason to do so. This power applies to all schools and there is no need to have parental consent to search through a young person’s mobile phone.

If an electronic device that is prohibited by the school rules has been seized and the member of staff has reasonable ground to suspect that it contains evidence in relation to an offence, they must give the device to the police as soon as it is reasonably practicable. Material on the device that is suspected to be evidence relevant to an offence, should not

be deleted prior to giving the device to the police. If a staff member finds material that they do not suspect contains evidence in relation to an offence, they can decide whether it is appropriate to delete or retain the material as evidence of a breach of school discipline. DFE guidance 'Cyberbullying: Advice for Parents and Carers' can be found at the following link:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/444865/Advice_for_parents_on_cyberbullying.pdf

How Do We Identify Potentially Vulnerable Pupils

Bullying can happen to all pupils and it can affect their social, mental and emotional health. School staff must be alert to any form of bullying but be especially aware that some pupils may be particularly vulnerable to bullying.

- Isolated pupil – lack of friends, why?
- Shy children
- Different ethnicity/sexuality
- SEND pupils
- Children with a disability
- Children different in some obvious way
- Those exhibiting inappropriate behaviour
- Those who appear passive or submissive
- Those who come from an over - protective family
- Children Looked After
- Traveller Children
- Children as Carers
- Lesbian, gay, bisexual, transgender (LGBT)

Identifying Sign and Symptoms:

- Outgoing pupils become withdrawn, isolated or disengaged
- Pupils become more anxious or insecure
- Low self-esteem or poor self-image
- Self-harming and related behaviours such as refusing to change for PE/Dance/Drama, wearing long sleeves in summer
- Variety of physical symptoms such as head/stomach ache, bed wetting
- Unusual patterns of attendance, truanting or arriving home late
- Damage to books, property, clothes
- Unaccountable repeated loss of money or property
- Unexplained marks or bruises or torn, ruffled or dirty clothes.

Effects of Bullying Behaviour on a Child

- Reduced achievement/attainment
- Poor behaviour
- Poor concentration
- Disengagement with school
- Disengagement with friends
- Absence due to illness – (often faked)
- Truancy/Refusing to attend
- Poor appetite
- Isolated
- Increased anxiety
- Self-harm
- Mental health issues

Dealing with Bullying Behaviour

Pupils

'You have a right to live your life in peace and quiet, to be an individual and be proud to be different and not to be bullied.'

- To make sure this happens – you must:
- Report every bullying incident to your House Tutor or your Head of House.
- You must report continuing incidents to any member of staff you are confident and comfortable with.
- Make a statement in as much detail as possible – It will be useful if you can write down the date, time and place the bullying happened, who bullied you and how, and names of any witnesses (if there were any).
- Once you have completed this information a member of staff will talk to you and decide what action to take; the incident will be logged and an investigation made and appropriate action taken. This action will depend on the severity of the incident (see Consequences) you will be kept informed of action being taken.
- If you are worried about telling a teacher – tell a friend/brother/sister/parent/guardian/relative/someone you trust and ask them to tell school you are being bullied.
- Keep a diary of events- dates, times etc.
- If you are still worried you can go to Student Support or a member of SLT.
- You will receive lots of help and support once you have reported the incident – we are here to look after you!
- If you are concerned about another student, make sure that you tell a member of staff, preferably your House Tutor or Head of House.

Parents/Guardians

- Contact school as soon as you suspect your child is being bullied.
- Ask to speak to your child's House Tutor or make an appointment to come into school.
- If the matter is urgent and the House Tutor is not available ask to speak to their Head of House, a Senior Leader or a member of staff in Student Support.
- In exceptional circumstances or if you are unhappy with the support received, you could ask to speak to the Principal.
- Explain your concerns, giving names, dates and times and any witnesses (if these details are known).
- Encourage your child to talk to someone in school (it is very important that you contact school if the incidents of bullying continue).
- Continue to keep in contact with school until you feel the bullying has stopped and your child is happy.

Staff

All staff, teaching and non-teaching will be expected to respond to incidents of bullying behaviour.

- Members of staff receiving a complaint should get a statement from the child and log details of the incident on CPOMS along with any action that is taken.
- House Tutors, Heads of House, Progress Leads and Designated Safeguarding Leads should be alerted to the entry made in CPOMS.
- All staff receiving information or suspecting bullying must discuss their concern with the appropriate Head of House who will then discuss with SLT for bullying.
- The SLT for bullying will monitor bullying incidents and regularly report them to SLT/Governors and The Trust.
- An investigation will be carried out (witnesses interviewed) by House Tutors, Heads of Houses, Student Support or SLT as appropriate to the scale and recurrence of incidents against the individual.
- Parents of victim and bully will be informed if incident is deemed as bullying.
- Action will be decided depending on severity of incident consulting with all staff involved and the pupil and parent where appropriate
- Findings and action decided will be discussed with victim and member of staff reporting incident.
- In severe incidents a Restorative Justice Meeting will be arranged with qualified adult.
- If parents have contacted school they will be informed of action taken by House Tutor/Head of House/SLT.

School

- The school may organise a meeting involving all parties. The Principal or SLT would chair such meetings.
- Engage parents
- Restorative Justice Meetings may be necessary with victim and bully (always with victims and parents' consent)
- In cases of serious bullying behaviour, outside agencies may have to be involved such as the Police, ACE, Barnado's, Slynedales or Local Authority Children's Services.
- A log of all bullying incidents is kept in CPOMS.
- Possible completion of Common Assessment Framework (CAF)
- Possible involvement of Child and Adolescent Mental Health Services (CAMHS)

Raising Awareness

- Anti-bullying Assembly
- Anti bullying Week – Annually. (Whole school involvement/Curricular activities)
- Anti bullying surveys
- Anti bullying slips
- School council/Pupil voice Support group
- Pupil/parent questionnaires

Incident Management



How Do We Manage Incidents Of Bullying Behaviour?

A combination of the following appropriate actions will happen:

- Support for victim
- Quick and effective investigation of all reported incidents
- Protection of the bullied child
- Identify adults pupil can talk to
- Recording details- also witnesses
- Ask pupil what they would like to happen – feeling safe
- Encourage pupil to co-operate fully
- Interview individually – also witnesses
- Close supervision until child feels safe
- Reducing anxiety by making arrangements for going home and returning next day
- Support after the event
- Communication with home
- Providing alternative places to go at breaks and lunchtimes
- Providing counselling to raise self-esteem – can be for both victim and bully.
- Record keeping and tracking to pick up repeat incidents

Consequences for the Bully

In all instances of bullying, it is important that we educate the perpetrator so they are fully aware of why their behaviour is unacceptable. A list of other possible actions is below:

- Informing the parents of the bully who will probably be called into school to make them aware, to discuss the behaviour of their child and enlist their support in getting a swift solution.
- Bullying incidents will be logged in CPOMS in the pupil's file and in some cases the Serious Incidents file. Previous bullying incidents will be taken into account.
- The bully may apologise or write a letter of apology to those involved.
- The bully will be made aware of his/her behaviour and its effect upon others.
- Restorative Justice meeting may be called between the victim and bully
- The bully may have their break/s and lunchtime/s withdrawn (I/t detention/SLT)
- The bully may be given counselling and help to improve behaviour
- Outside agencies may become involved
- The Principal will become involved when offences are repeated or are very serious
- In very serious circumstances, the bully may be sent to IMPACT or excluded
- School will remain in contact with all parents until a satisfactory outcome is reached
- Attending sessions with the Behaviour Mentor regarding bullying behaviour, actions and consequences

How Do We Work To Prevent Bullying Behaviour?

- By having a strong ethos with consistent expectations shared by all staff, pupils, parents and governors.
- By building strong relationships with pupils where they all feel valued and are confident in making positive contributions to school.
- By educating our students and raising awareness of the effects of bullying on individuals.
- By developing a support culture : a “look after each other” culture
- By taking into account pupils’ views and providing opportunities for their views to be heard through curriculum (Social Development, RE, form time) and the school council.
- By providing support for pupils through peer mentors, buddy system, Student Support, targeted intervention
- By continually reviewing our practice to maintain an A B C school (Anti-Bullying Campaign).
- Working with primary feeder school/parents to identify where there may be ‘history’ between pupils prior to them attending CLHS.

Helplines Advice and Support

School	01524 32636 or email – clhs@lancasterhigh.lancs.sch.uk
Anti-bullying Alliance	www.anti-bullyingalliance.org.uk
Kidscape	www.kidscape.org.uk
Childline	0800 1111 - www.childline.org.uk

Cyber-bullying and Online Safety

Childnet International	www.childnet.com
Internet Matters	www.internetmatters.org
Think U know	www.thinkuknow.co.uk

LGBT

Barnardos	www.barnardos.org.uk/what-we-do/supporting-young-people/LGBTQ
Stonewall	www.stonewall.org.uk

SEND

Anti-bullying Alliance	www.anti-bullyingalliance.org.uk
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Mental Health

Lancashire Mind	www.lancashiremind.org.uk
CAMHS	www.morecambebayccg.nhs.uk/mental-health-services-camhs
ACE	www.a-c-e.org.uk