



**Evolve
Academy**

**Evolve Academy
Anti-Bullying Policy**

Approved by: Evolve Academy Council

Last reviewed: August 2023

Next review: August 2024

Purpose

The purpose of this policy is to set out Evolve Academy's approach to bullying and how it will prevent and deal with it.

Bullying is an anti-social behaviour that can damage both individuals and communities and, as such, is regarded as inappropriate and unacceptable

It can be defined as behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group.

Bullying can be classified under the following headings:

- Physical
- Verbal
- Emotional
- Cyber
- Prejudice

Aims

Evolve Academy is committed to providing a safe learning environment, free from harassment, intimidation and bullying. It will work in partnership with parents and pupils to develop an open and inclusive culture within which bullying will not be tolerated. The Academy will take a pro-active approach to preventing all forms of bullying (including homophobic and bi-phobic, gender-based, sexist, sexual and transphobic bullying) and guarantees that all reported incidents will be dealt with promptly.

Objectives

To create a supportive environment in which pupils feel able to talk about their concerns

- To ensure that pupils understand the nature of bullying, the potential effects on victims and that bullying is unacceptable
- To ensure that all allegations are dealt with promptly, in-line with the Academy's antibullying procedure (Appendix 2 below)
- To establish effective systems for the recording and monitoring of all incidents
- To establish appropriate strategies for dealing with the perpetrators of bullying, including sanctions

Bullying is defined as the repetitive, intentional harming of one person or group by another person or group, where the relationship involves an imbalance of power. Please refer to Appendix 2 where the types of bullying are fully defined

Bullying is, therefore:

- Deliberately hurtful
- Repeated, over a period
- Difficult to defend against

Statutory Duty of Schools / Academies:

Head Teachers have a legal duty under the School Standards and Framework Act 1998 to draw up procedures to prevent bullying among students and to bring these procedures to the attention of staff, parents and students.

Implementation - Preventing Bullying

Evolve Academy believes that the best way to deal with bullying is to stop it before it starts. We therefore take a pro-active approach to preventing bullying through a variety of means. This includes:

- Having a clear Behaviour for Learning Policy and Student Code of Conduct that establish expected standards of behaviour
- Building bullying prevention materials into the curriculum and academy activities
- Engaging and involving pupils and parents in planning and implementing anti bullying policy and practice
- Fostering positive relationships and a sense of community in the Academy, based on acceptance, tolerance and respect
- Conducting regular assessments to determine the success of prevention strategies

Procedures for reporting, recording and dealing with incidents of bullying:

Students or their parents/carers should feel able to report a bullying incident to any member of staff. The following should then occur:

- Staff member(s) to complete a **Sleuth Report**, as soon as practicable, writing a clear account of what happened, when it occurred and who was involved.
- The AHT (Behaviour Lead) will check the Sleuth MIS system daily and address any reported incidents of bullying.
- The AHT (Behaviour) will follow procedural guidelines as set out in the Academy's Anti-Bullying Policy, in particular, checking the **Sleuth Report** and speaking to all those concerned / collating statements. Written statements should be collected from the victim, the perpetrator and any witnesses / staff.
- Staff will be kept informed by the Assistant Head Teacher (Behaviour). If the bullying reoccurs / persists the Assistant Head Teacher (Behaviour) will be supportive of the victim and escalate the investigation to the Head Teacher for further guidance.
- Parents / carers will be kept informed of actions, intervention strategies and consequences of any bullying inquiry. Letters will be sent to the parents of all parties involved, victim and perpetrators. A log of this will also be kept.

All Academy staff must be alert to the signs of bullying and act promptly and firmly against it in accordance with Evolve Academy Anti-Bullying Policy.

*Bullying types are more fully defined in **Appendix 2***

The Assistant Head Teacher (Behaviour) will ensure the following consequences will be followed for students who have bullied:

Incidents of racist / sexist / homophobic bullying will be immediately reported on Sleuth and the parent(s) / carer(s) of the perpetrator and victim informed. These infractions will warrant an automatic Suspension and the involvement of the Academy's Safer Schools Police Officer (SSPO) – due to the fact they are **illegal**.

First offence of bullying:

- Incident logged and student reminded of policy
- Opportunity given to discuss why student became involved and what they need to do to.
- Repair of the relationship (Restorative Justice) with the victim – carefully supervised.
- Parents/carers informed with **Anti-Bullying Letter 1** for offender.

Second offence of bullying:

- As above
- Possible Suspension (at the discretion of the Head of the Academy)
- Parents / carers informed with **Anti-Bullying Letter 2** for offender.

Third offence of bullying:

- As above
- Parents / carers informed with **Anti-Bullying Letter 3** for offender. The offender with their parents/carers is invited into Evolve Academy into to meet with Trust Directors.

Persistent Offenders:

- Possible SSPO / Police involvement – could be in the form of a discussion, warning.
- May have longer Suspension or Permanent Exclusion.
- May be referred back to the local authority for an alternative educational provision
- Involvement of outside agencies may be necessary - as appropriate.

Students who have been bullied may be supported by:

Being offered an immediate opportunity to discuss matter with a member of staff.

- Reassurance
- Restoration of relationship with the bully if they feel comfortable (via a Restorative Justice meeting)
- Follow-up after two weeks from the incident and again by the AHT (Behaviour).
- Whole Academy / Class work around the issue (RSHE / Assemblies)

Students who have been responsible for the bullying may be supported by:

- Being offered an immediate opportunity to discuss the incident with a member of staff
- Re-establishing respectful and expected behaviours with the support of the young person's family, professional support network and agreed sanctions
- Restoration of relationship with the victim (via a Restorative Justice meeting)
- To work with the inclusion team around improving their behaviours.
- Students to be placed on report. The first target will always be a restorative one.
- Follow up after two weeks from the incident and again in the next term by the AHT (Behaviour)
- Whole Academy / Class work around the issue (RSHE / Assemblies).

Within the curriculum the academy will raise the awareness of the nature of bullying through RSHE lessons, Student Voice meetings, and assemblies and through the use of external support provisions and subject areas, in an attempt to educate all and attempt to eradicate such behaviour.

The academy has well established links with local SSPO's and may contact them for advice and support where necessary.

Key staff are trained in Restorative Justice and counselling to ensure they are skilled and competent at dealing with such incidents as effectively as possible.

Racism, Sexism, Homophobia

Racism, sexism, and homophobia are illegal.

Evolve Academy will always investigate, evaluate, and record allegations of these serious, illegal, and anti-social behaviours. All proven cases will be sanctioned to the highest possible level in line with this policy – **an automatic Suspension and the involvement of our SSPO / the police.**

Roles and Responsibilities

The Head Teacher is responsible for ensuring that this policy is communicated throughout the Academy community.

Everyone at Evolve Academy has a responsibility to contribute to the prevention of bullying, to be vigilant in recognizing the signs of bullying and to report any concerns.

All staff have a responsibility to ensure that the policy is fully understood and implemented across the Academy.

Monitoring & Evaluation

The Head Teacher will monitor the implementation and effectiveness of this policy through analysis of data, the Academy's self-evaluation processes and through the production of reports for the Parallel Learning Trust.

Review Frequency

This policy will be reviewed bi-annually

Approval

Approved by the Evolve Academy Council (Governing Body).

This policy is supported by links in with the Academy's Equal Opportunities Policy, Behaviour Policy and the Student Code of Conduct.

Appendix 1 identifies relevant legislation and guidance

Appendix 2

Appendix 3 and **3(a)** contains the anti-bullying procedure

Appendices

Appendix 1: Resources and Guidance

Below is a list of helpful resources and guidance:

- DfE Behaviour and Discipline in Academies Guidance
- Education (Independent Academies' Standards) (England) Regulations (2010)
- DfE Supporting Children and Young People who are Bullied: Advice for Academy's
- DfE Preventing and Tackling Bullying
- www.stopbullying.gov
- www.bullying.co.uk
- <http://www.thinkuknow.co.uk>

Appendix 2: Types of Bullying

Type of bullying	Definition
Emotional	Being unfriendly, excluding, tormenting
Physical	Hitting, kicking, pushing, taking another's belongings, any use of violence
Racial	Racial taunts, graffiti, gestures, racial language
Sexual	Explicit sexual remarks, display of sexual material, sexual gestures, unwanted physical attention, comments about sexual reputation or performance, or inappropriate touching
Homophobia	Explicit homophobic (anti-bi-sexual and anti-transgender) remarks, display of anti-homosexual (anti-bi-sexual and anti-transgender) material(s), anti-homosexual gestures (anti-bi-sexual and anti-transgender), unwanted physical attention, comments about sexual orientation / presentation, reputation or performance, or inappropriate touching / hitting / punching etc.
Direct or indirect verbal	Name-calling, sarcasm, spreading rumours, teasing
Cyber-bullying	Bullying that takes place online, such as through social networking sites, messaging apps or gaming sites

Appendix 3: Anti-Bullying Procedure

Understanding bullying

Bullying is an abuse of power that results in distress and pain (physical, mental or emotional) to the victim. It is usually part of a pattern of behaviour rather than an isolated incident. There are three significant factors in bullying:

- A power imbalance in favour of the aggressor
- A victim who cannot match that power 3. It is repeated often over a period of time.

Bullying is the wilful, conscious desire to frighten, dominate or hurt someone else by the use of words or gestures (including via text messaging or on the internet), even just a look, or by actual physical violence – thereby damaging their self-confidence or self-esteem.

Bullying can have potentially long-lasting and damaging psychological effects on the victim and is harmful to the Whole Academy community.

Examples of bullying may include:

1. Whispering, name-calling, teasing, making anonymous calls, spreading malicious rumours. It can also involve deliberately isolating someone – whether in social groups in and around the academy or on social media.
2. Using mobile phones, email or the internet to cause distress/insult to another person. This applies at weekends/academy holidays and during academy week. The effects of cyber-bullying are brought into PCA making it an issue for us.
3. Making racist, sexist or homophobic comments to other pupils, even if claiming that the subject of these remarks regards them as ‘a joke’.
4. Making inappropriate sexual comments, or sexual harassment. Even if this happens outside the academy – the effects would be felt in the academy and such incidents would therefore be a matter to be dealt with by the academy.
5. Pushing, tripping, slapping, hitting, punching, spitting, throwing things, can be considered as “assault”. More serious physical attacks could be seen as a criminal offence. Physically intimidating someone or using threatening language or gestures would also constitute bullying, as would taking or damaging property.

Signs and Symptoms

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- Is frightened of travelling
- Refuses to go on buses.
- Begs to be driven to Evolve Academy
- Changes their routine.
- Unwilling to go into the academy (academy-phobic).
- Begins to truant.
- Becomes withdrawn, anxious or lacking in confidence.
- Starts stammering.
- Attempts or threatens suicide or runs away.
- Cries themselves to sleep at night or has nightmares.
- Feels ill in the morning.
- Begins to do poorly in academy work.
- Comes home with clothes torn or books damaged.
- Has possessions which are damaged or " go missing."
- Asks for money or starts stealing money (to pay bully)
- Has dinner or other monies continually "lost."
- Has unexplained cuts or bruises.
- Becomes aggressive, disruptive or unreasonable.
- Is bullying other children or siblings.
- Stops eating.
- Is frightened to say what's wrong.
- Gives improbable excuses for any of the above.
- Is afraid to use the internet or mobile phone.
- Is nervous and jumpy when a cyber-message is received.

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.

Dealing with bullying

The **five-step** approach, as detailed below, should be followed.

Be available

- Break the code of secrecy
- Let students know they will be listened to
- Give immediate support

Investigate

- All incidents must be reported to the SLT.
- Every incident will be investigated as soon as possible. In the first instance, all parties will be interviewed individually to avoid intimidation and produce an accurate report

Record

- Incidents must be recorded in writing on sleuth

Respond

- The nominated SLT member is responsible for deciding on an appropriate strategy that may include counselling to support the victim, Restorative Justice strategies, sanctions to punish the bully and behavioural interventions to prevent future bullying e.g. counselling for the bully. EA uses a series of 3 escalation-notification letters after each bullying episode (see Appendix 2(a))

Follow up

- All incidents will be followed up at pre- arranged times.

Appendix 3(a): Anti-Bullying Letters

Offender Letter 1



Evolve Academy
20 Kennington Park Gardens
Kennington London.
SE11 4AX

Tel: 0207 504 0542

info@evolveacademy.org.uk

[Redacted]

London

[Redacted]

13th December 2022

Dear [Redacted]

[Redacted]

I regret to inform you that [Redacted] has been involved in a bullying incident.

Bullying is taken seriously at Evolve Academy as it is our responsibility to ensure that all students feel safe in school. [Redacted] behaviour has undermined this.

We keep a record of all bullying incidents and will let you know if there is another occurrence.

I would be grateful if you would talk to [Redacted] regarding this unacceptable behaviour.

If you have any queries, please do not hesitate to contact me.

Yours sincerely,

A handwritten signature in black ink that reads "C Maddock".

Mrs Catharine Maddock
Assistant Head Teacher Behaviour Lead

Offender Letter 2



Evolve Academy
Gipsy Road
West Norwood
London
SE27 9NP

Tel: 0207 504 0542

info@evolveacademy.org.uk

[REDACTED]
[REDACTED] London
[REDACTED]

28th February 2022

Dear [REDACTED]

[REDACTED]

I regret to inform you that [REDACTED] has been involved in a **second** bullying incident.

Bullying is taken seriously at Evolve Academy as it is our responsibility to ensure that all students feel safe in school. [REDACTED] behaviour has undermined this.

We keep a record of all bullying incidents and will let you know if there is another occurrence.

I would be grateful if you would talk to Irfan regarding this unacceptable behaviour.

If you have any queries, please do not hesitate to contact me.

Yours sincerely,

A handwritten signature in black ink, appearing to read "B Opeku".

Mr Benedict Opeku
Associate Assistant Head Teacher
SENCO & Pathways Lead

Offender Letter 3



Evolve Academy Gipsy
Road,
West Norwood,
London.
SE27 9NP

Tel: 0207 504 0542
info@parkcampus.org.uk

Sent via Email & 1st Class Post

[REDACTED]
[REDACTED]
[REDACTED] n
SW2 5 [REDACTED]
[REDACTED] 021 [REDACTED]
[REDACTED]

[REDACTED] DoB: [REDACTED]/20[REDACTED]

I regret to inform you that [REDACTED] has been involved in a **third** bullying incident.

Bullying is taken seriously at Evolve Academy / Pathways as it is our responsibility to ensure that all students feel safe in school. [REDACTED]'s behaviour has undermined this.

We keep a record of all bullying incidents and I am disappointed that this is the third time I have written to you with regards to [REDACTED]'s conduct.

I would like to invite you in a matter of urgency to meet with myself along with Trust Directors in order to discuss [REDACTED]'s behaviour as [REDACTED] is now at risk of exclusion should there be further instances of bullying.

Thank you once again for your support in this matter.

Yours sincerely,

A handwritten signature in black ink, appearing to read "B Opeku".

Mr Benedict Opeku
Associate Assistant Head Teacher
SENCO & Pathways Lead

Victim Letter



Evolve Academy
20 Kennington Park Gardens
Kennington London.
SE11 4AX
Tel: 0207 504 0542

info@evolveacademy.org.uk

[Redacted]

London

[Redacted]

Dear [Redacted]

13th December 2022

[Redacted]

I regret to inform you that your child has been the victim of bullying.

*Insert the details of the bullying event.

Bullying is taken seriously at Evolve Academy as it is our responsibility to ensure that all students feel safe in school.

To ensure your child feels supported we can offer the following:

- Being offered an immediate opportunity to discuss matter with a member of staff.
- Reassurance
- Restoration of relationship with the bully if they feel comfortable (via a Restorative Justice meeting)
- Follow-up after two weeks from the incident and again by the AHT (Behaviour).
- Whole Academy / Class work around the issue (RSHE / Assemblies)

We keep a record of all bullying incidents and will let you know if there is another occurrence.

If you have any queries, please do not hesitate to contact me.

Yours sincerely,

A handwritten signature in black ink that reads "C Maddock".

Mrs Catharine Maddock
Assistant Head Teacher Behaviour Lead

