





ANTI-BULLYING POLICY

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1. Rationale

At St Edmund Arrowsmith Catholic High School we strive to create a nurturing culture based on our core values of Respect, Dignity and Compassion. Students must feel safe and respected if they are to learn effectively. Since we are a school which sets high standards for our students it is important that we create an atmosphere in which bullying cannot thrive and in which no student has to suffer from harassment of any kind.

All pupils have the right to feel safe and happy in school to live in an atmosphere free from intimidation, both in learning and recreation.

With this in mind, we must respond to bullying by taking action to deal with incidents and to create conditions in which bullying is less likely to happen.

Because bullying happens in all societies, at all levels, it is important that we make our students knowledgeable about bullying and teach them strategies that enable them to stand up for themselves without resorting to retaliation in any form.

Our entire school community should have access to this policy so that we can ensure everyone is safe and acting in a responsible way. The school acknowledges that bullying can take many forms, including “adult to child” and “child to adult”. In addition there may also be occasions of bullying by parents/staff. Bullying in any form is unacceptable and will be taken seriously. Members of staff suffering from or concerned about bullying should contact their line manager or professional association for support and advice.

2. What is bullying?:

2.1 **Bullying** - There is no legal definition of bullying, however our school definition of bullying is: ‘Bullying is deliberately hurtful behaviour, which is often repeated over a period of time, and where it is difficult for the victim to defend him / herself.’

2.2 **Cyber bullying** – bullying that takes place using technology. 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. Schools have wider search powers included in the Education Act 2011 to give teachers stronger powers to tackle cyber-bullying by providing a specific power to search for and, if necessary, delete inappropriate images (or files) on electronic devices, including mobile phones.

Bullying can take many forms: -

- **Physical** – hitting, kicking, pushing, punching or any use of violence
- **Verbal** – derogatory name calling, making threats, swearing, mimicry/ridicule or taunting.
- **Emotional** – tormenting, spreading malicious rumours, non-verbal intimidation, deliberate social exclusion.
- **Cyber** – text messages, social media (facebook, snapchat, Instagram etc) or sexting.

It is mostly motivated by prejudice against particular groups on grounds of race, religion, sex, sexual orientation.

The following are protected characteristics and our role in school is to ensure that students are protected from discrimination in relation to these both in-person and online. The protected characteristics are: -

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- age
 - disability
 - gender reassignment (transphobia)
 - pregnancy and maternity
 - race
 - religion or belief
 - sex
 - maternity or civil partnership

3. **Identification:**

Children may indicate signs or behaviours that they are being bullied. Signs of bullying can be variable and depend on the individual.

- 3.1 Staff are asked to be proactive in gathering intelligence about issues between pupils which might provoke conflict and develop strategies to prevent bullying occurring in the first place.
- 3.2 Staff are also encouraged to be vigilant and to look for noticeable changes in a child's behaviours which may indicate bullying.
- 3.3 Staff should be aware of the many signs which may indicate that a child is being bullied. (See Appendix 1)

4. **Prevention**

It is the shared responsibility of all members of staff in school to contribute to the prevention of bullying and to provide an effective response should bullying occur. Pupils will be encouraged to always inform a member of staff whenever they suspect bullying may be occurring. Parents/carers will also be encouraged to contact school if they have any concerns about bullying.

The school will use the following range of strategies to help prevent bullying: -

- Regular discussion of bullying related matters in staff briefings, Senior Pastoral Team and Year Team meetings.
- Regular discussion in School Council meetings.
- Appropriate continued professional development and training for all staff.
- Pupil voice survey to establish views on bullying.
- Induction programme for incoming year 7 intake and pupils involved in mid-year transfers.
- Prefect duty system in school.
- SLT, teaching and non-teaching staff on duty before and after school, at break and lunchtimes.
- Curriculum input during lessons, assemblies, form time and as part of the school's PDC
- Monitoring of pupils' on-line activity.
- Advice in pupil diaries/planners and on school website.
- Use of extensive CCTV in school.
- Transition (break and lunch) to provide students with a safe and supportive environment.
- Opportunity for students to report any bullying issues anonymously.

5. **Procedures**

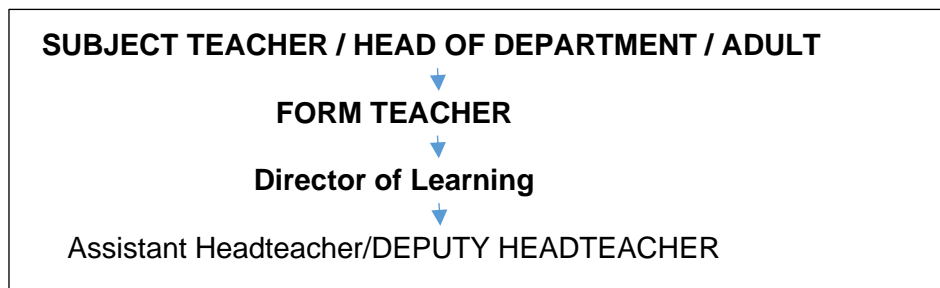
Should a bullying incident be reported to or witnessed by a member of staff it should be dealt with promptly and effectively. All concerns about bullying will be taken seriously and investigated thoroughly in order to establish the facts. The intention is to always offer a proactive, sympathetic and supportive response, personalised to the particular needs of the pupil involved.

Following the reporting or witnessing of a suspected bullying incident, the following procedure should be followed: -

A. Reporting

- Pupils should be encouraged to report bullying to any trusted adult or peer.
- Pupils must be taken seriously at all times.
- Information should be regarded as confidential, as far as possible.

The line of communication for a bullying incident is:



B. Recording

Incidents of bullying should be recorded on Arbor by the member of staff responsible.

C. Action

1. In any incident there is no single solution. It is for staff and parents to consider the facts and determine the best response, within the framework of the Mission Statement.
2. The situation must be investigated and the outcome communicated to those involved.
3. Parents of bullies and victims have a right to be informed at any point during or after an investigation.
4. Sanctions may be used from a reprimand to exclusion (although this should only be used as a last resort).
5. Bullies should not be bullied.
6. Victims should be provided with a 'safe refuge' pending investigation.
7. Bullies and victims may be counselled together if appropriate.
8. All involved must see something being done.
9. The link Police Officer will become involved where appropriate. This may involve dealing with criminal activity, initiating a programme of restorative justice or creating good behaviour agreements.

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10. Where it is felt appropriate, the services of the Behaviour Support Team will be utilised. The Service will be used to resolve issues which require/necessitate intervention from an outside agency.
 12. The School Chaplain may be involved in counselling.
 13. Staff must endeavour to model non - bullying behaviour. (See Appendix 2)

Sanctions included are: -

- Isolation at break/lunch for a limited period of time
- Detention
- Withdrawal from school trips
- Monitoring by a pastoral leader
- Change of form group or class
- Involvement of external agencies
- Internal exclusion (Remove)
- Fixed period suspension

6. Responsibilities

- 6.1 All adults are equally responsible for the implementation of this policy and for taking action on bullying.
- 6.2 In order to reduce the opportunity for bullying, all staff must be extra vigilant in their supervisory duties, and must visit places where bullying is most likely to occur on a regular basis.
- 6.3 Prefects and all pupils must report incidents of bullying and need to see this as responsible behaviour rather than 'telling tales'. The School and Year Council is a useful vehicle for discussing bullying and developing strategies to combat it.
- 6.4 The form tutor is crucial in developing links with the home and encouraging parents to contact the school with any suspected incident of bullying.
- 6.5 There must be frequent opportunity for pupils to discuss bullying in a variety of curriculum areas (see Departmental Schemes / PDC Schemes of Work/Pastoral Curriculum).
- 6.6 Bullying must form an important part of assemblies and of the PSHE Programme.

7. Engaging with parents and carers

Bullying behaviour includes:

- name calling and nasty teasing
- threats and extortion
- physical violence
- damage to belongings
- leaving pupils out of social activities deliberately and frequently
- spreading malicious rumours

Parents/Carers and families have an important part to play in helping schools deal with bullying. Discourage your child from using bullying behaviour at home or elsewhere. Show how to resolve difficult situations without using violence or aggression.

Watch out for signs that your child is being bullied or is bullying others. Parents/Carers and families are often the first to detect symptoms of bullying, though school staff may first suspect that a child has been bullied. Common symptoms include headaches, stomach aches, anxiety and irritability. It can be helpful to ask questions about progress and friends at school; how break times and lunchtimes are spent; and whether your child is facing problems or difficulties at school. Don't dismiss negative signs. Contact the school immediately if you are worried.

If your child has been bullied: -

- calmly talk to your child about it
- make a note of what your child says - particularly who was said to be involved; how often the bullying has occurred; where it happened and what has happened
- reassure your child that telling you about the bullying was the right thing to do
- explain that any further incidents should be reported to a teacher immediately
- contact school to speak to your child's Form Tutor (FT) or Director of Learning (DoL)
- explain to the FT or DoL the problems your child is experiencing Talking to teachers about bullying
- try and stay calm - bear in mind that the FT or DoL may have no idea that your child is being bullied or may have heard conflicting accounts of an incident
- be as specific as possible about what your child says has happened - give dates, places and names of other children involved
- make a note of what action the school intends to take
- ask if there is anything you can do to help your child or the school
- stay in touch with the school - let them know if things improve as well as if problems continue

If your child is bullying other children: -

Many children may be involved in bullying other pupils at some time or other. Often parents/carers are not aware. Children sometimes bully others because:

- they don't know it is wrong
- they are copying older brothers or sisters or other people in the family they admire
- they haven't learnt other, better ways of mixing with their school friends
- their friends encourage them to bully
- they are going through a difficult time and are acting out aggressive feelings

To stop your child bullying others:

- talk to your child, explaining that bullying is unacceptable and makes others unhappy
- discourage other members of your family from bullying behaviour or from using aggression or force to get what they want
- show your child how to join in with other children without bullying
- make an appointment to see your child's FT or DoL; explain to the teacher the problems your child is experiencing; discuss with the FT or DoL how you and the school can stop them bullying others
- regularly check with your child how things are going at school
- give your child lots of praise and encouragement when they are co-operative or kind to other people

8. **Bullying outside school premises**

This policy applies not only on the school premises but also on the journey to and from school, on all educational visits including residentials, extra-curricular activities and on the way to and from activities off site during the school day

9. **Monitoring**

The effectiveness of the Bullying Policy should be monitored in a number of ways:-

- Through regular discussion in Pastoral Hub meetings (Inclusion / BLM/ DoL/ AHT/ DHT)
- Through an analysis of the pupil conduct log (DoL)
- Through pupil questionnaires (DoL / SLT)
- Through discussion at Year and School Council meetings (DHT)
- Pupil voice surveys

10 **Legislation and Guidance**

This policy was written with due regard to the following Legislation and guidance:

- Education and Inspections Act 2006
- Equality Act 2010
- Protection from Harassment Act 1997
- Malicious Communications Act 1988
- Public Order Act 1986
- Communications Act 2003
- Human Rights Act 1998
- Crime and Disorder Act 1998
- Education Act 2011
- DfE (2017) 'Preventing and tackling bullying'
- DfE (2021) 'Sexual violence and sexual harassment between children in schools and colleges'
- DfE (2018) 'Mental health and wellbeing provision in schools'
- DfE (2023) 'Keeping children safe in education'
- DfE (2018) 'Working Together to Safeguard Children'

11. **Supporting organisations and Guidance**

- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Beat Bullying: www.beatbullying.org
- Childline: www.childline.org.uk
- DfE: "Preventing and Tackling Bullying. Advice for headteachers, staff and governing bodies", and "Supporting children and young people who are bullied: advice for schools" March 2014: <https://www.gov.uk/government/publications/preventing-and-tackling-bullying>
- DfE: "No health without mental health": <https://www.gov.uk/government/publications/nohealth-without-mental-health-a-cross-government-outcomes-strategy>
- 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

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- The Diana Award: www.diana-award.org.uk
 - Victim Support: www.victimsupport.org.uk
 - Young Minds: www.youngminds.org.uk
 - Young Carers: www.youngcarers.net

Cyberbullying

- Childnet International: www.childnet.com
- Digizen: www.digizen.org
- Internet Watch Foundation: www.iwf.org.uk
- Think U Know: www.thinkuknow.co.uk
- UK Safer Internet Centre: www.saferinternet.org.uk

LGBT

- EACH: www.eachaction.org.uk
- Pace: www.pacehealth.org.uk
- Schools Out: www.schools-out.org.uk

SEND

- Changing Faces: www.changingfaces.org.uk
- Mencap: www.mencap.org.uk
- DfE: SEND code of practice: <https://www.gov.uk/government/publications/send-code-of-practice-0-to-25> Racism and Hate
- Anne Frank Trust: www.annefrank.org.uk
- Kick it Out: www.kickitout.org
- Report it: www.report-it.org.uk
- Stop Hate: www.stophateuk.org
- Show Racism the Red Card: www.srtrc.org/educationa

SIGNS WHICH MAY INDICATE THAT A PUPIL IS BEING BULLIED:

- Unusual attendance and/or punctuality patterns and an unwillingness to attend school.
- Regular complaints of feeling unwell and/or wanting to leave school early.
- Becoming withdrawn, isolated or disengaged
- Displaying excessive anxiety.
- Money/possessions going missing.
- Damage to personal property, e.g. clothing, bag, books etc.
- Unexplained physical injuries.
- Sudden or gradual lack of interest/effort in school, often resulting in limited progress being made.
- Travelling to and from school by a different route or reluctance to travel to school by regular means.
- Sudden loss of self-esteem or confidence.
- Sudden loss of appetite and/or stops eating in school.
- Sudden change in established behaviour patterns/habits.
- Unwillingness to use the internet or mobile devices and/or become agitated when receiving calls, text messages or social media notifications.

Taken individually, the above may not be due to bullying, but a combination may arouse suspicion.

If a child is showing signs of any of the above, it can be an indication that the pupil is not happy and therefore the cause should be investigated.

WHAT TO DO IF A PUPIL TELLS YOU THEY ARE BEING BULLIED

DO:

- Listen, allowing them to tell the story in their own words.
- Do not dismiss the experience as part of growing up
- Take the incident seriously
- Take action as soon as possible, deciding whether this needs to be in private or public and listening to the 'bully's' version of events
- Do not react emotionally, remain calm and reassure the pupil that they are not being weak or foolish
- Offer concrete advice, help and support
- Make it plain to the bully that you disapprove
- Encourage the bully to see the victim's point of view
- Punish the bully if necessary using an appropriate sanction
- Inform people as necessary as identified in the Bullying Policy

DON'T:

- Be over protective and/ allowing the victim to help him/herself
- Assume that the bully is thoroughly bad
- Keep the whole incident secret because you have dealt with it
- Try to hide the incident from the parents of the victim or the bully.

ADVICE FOR PUPILS: If you are being bullied

"A girl at school was constantly calling me names. I didn't know what to do, so I called ChildLine. They encouraged me to find an adult I could trust and to tell her how I felt. Talking about it made me feel a lot better, and the teacher I talked to sorted the other girl out."

Charlotte, 16

- You shouldn't feel ashamed about being bullied. It's not your fault – but it is important that you get help. No one deserves to be bullied.
- Is there someone who you would feel comfortable talking to about what's going on? Maybe a friend, someone at your school, someone you live with or just someone you trust.
- When you've decided who to talk to, tell them what's happening and how it's making you feel. They might be able to tell you what you can do about it, or can help you decide what you want to do next.
- If you're being bullied at school, ask someone (such as a teacher) to tell you about the school's guidelines on bullying. Most schools have a written policy on bullying, and this may give you an idea of what you can do and what your school should do.
- If you can't think of someone to talk to, you could call ChildLine on 0800 1111 to speak to an adult who is there to listen and help you think about what you can do.
- If you talk to someone about what's happening and it doesn't help, don't give up. Sometimes you may need to talk to more than one person. You have the right to be helped, and don't have to put up with being bullied. Always remember that it is not your fault.
- Trying to remember things accurately can sometimes be difficult, so keep a record of what happens to you. Writing it down is often a good way of being sure about what, when and where things happened.
- It's important to feel safe. Are there ways for you to keep yourself out of harm's way? For instance, you could walk home with your friends rather than on your own, or ask someone to stay with you if you feel threatened.

ADVICE FOR PUPILS: If you witness bullying

"I saw a small boy being bullied by a gang in the park. They swore at him and kicked him. I was too scared to do anything in case they turned on me."

Josh, 13

- Don't ignore what happens.
- Let the person who's being bullied know you've seen what's going on and are concerned.
- Encourage them to tell someone.
- If it is in school and you are worried about it, you may need to report the incident. Try to find out who to report bullying to. If you are worried about putting yourself at risk, can you tell someone in confidence? Write them a note about what you saw.
- Teachers are often the last to know that bullying is going on. If they going to be able to do something about it, they need to know it's happening.
- Are you aware of your school's anti-bullying policy? Can you think of ways to make it more effective? You may be able to talk to your school council or members of staff.
- If you are concerned about someone being bullied or want some more information you can call ChildLine on 0800 1111.

ADVICE FOR PUPILS: If you are bullying someone

"It got to be a habit. The awful thing was that I felt good seeing him cry. The others laughed and that made me feel even better. But then the teacher said that he was in hospital because he had tried to hurt himself to get away from the bullying. It was only a bit of fun - I didn't mean him to take it seriously."

Jay, 15

- You do have a choice – just because you've bullied others in the past doesn't mean you have to keep doing it.
- People who are bullied can feel upset and scared. You can put a stop to that by changing your behaviour.
- You can get into a lot of trouble if you keep bullying others – you might get suspended or excluded from school or, in extreme cases, the police might get involved.
- Sometimes things happen to you that make you more likely to bully others – being bullied yourself, for instance, or having problems at home. It is important to get help for yourself rather than taking your frustrations out on others.