

Hope Academy

A joint Catholic & Church of England Academy

ANTI-BULLYING POLICY



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| Status | Statutory |
| Responsible Authority | Local Academy Council |
| Date Approved | May 2024 |
| Responsible Person | DSL |
| Review Date | May 2026 |
| Last Amended Date | April 2024 |

Statement of Intent

Hope Academy is committed to providing a caring and safe environment for all students so that they can learn in a secure atmosphere. Bullying of any kind is unacceptable in our Academy. If bullying does occur, all students should feel able to tell someone and know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to inform staff.

What is bullying?

Behaviour by an individual or group usually repeated over time, that intentionally hurts another individual or group either physically or emotionally.

Types of bullying:

- Physical
- Verbal
- Emotional/Psychological
- Racist
- Sexual
- Homophobic/Transgender
- Electronic/Cyber

Some examples of bullying are:

Name-calling, taunting; mocking; making offensive comments; kicking; hitting; pushing; taking belongings; inappropriate text messaging and emailing; sending offensive or degrading images by phone or via the internet; producing offensive graffiti; gossiping; excluding people from groups; and spreading rumours.

Although sometimes occurring between two individuals in isolation, it quite often takes place in the presence of others.

Bullying can seriously damage a young person's confidence and sense of self worth, and they will often feel that they are at fault in some way. It can lead to serious and prolonged emotional damage for an individual. Those who conduct the bullying or witness the bullying can cause emotional harm, and the impact on parents and the academy staff can be significant.

All types of behavior listed above are unacceptable and will not be tolerated at this academy.

Our Academy Community:

- Discusses, monitors, and reviews our anti-bullying policy on a regular basis.
- Supports staff to identify and tackle bullying appropriately.
- Ensures that students are aware that all bullying concerns will be dealt with sensitively and effectively.
- Reports back quickly to parents/carers regarding their concerns on bullying.
- Seeks to learn from anti-bullying good practice elsewhere and utilises the support of the LA and relevant statutory voluntary organisations when appropriate.

Preventing, identifying and responding to bullying:

We will:

- Work with staff and outside agencies to identify all forms of prejudice-driven bullying.
- Actively promote systematic opportunities to develop students' social and emotional skills, including their resilience.
- Consider all opportunities for addressing bullying including through the Inspire Programme, through displays, through peer support and through the School Council.
- Train all staff including lunchtime staff, admission support, teaching assistants and Learning Hub staff to identify bullying and follow school policy and procedures on bullying.

- Actively create “safe spaces” for vulnerable students and young people.

Involving parents/students:

We will:

- Regularly canvass children and young people’s views on the extent and nature of bullying.
- Ensure students know how to express worries and anxieties about bullying.
- Ensure all students are aware of the range of sanctions which may be applied against those engaged in bullying.
- Involve students in anti-bullying campaigns in school.
- Publicise the details of helplines and websites.
- Offer support to students who have been bullied.
- Work with students who have been bullying in order to address the problems they have.

Liaison with parents/carers:

We will:

- Ensure that parents/carers know whom to contact if they are worried about bullying.
- Ensure parents/carers know about our complaints procedure and how to use it effectively.
- Ensure our parents/carers know where to access independent advice about bullying.
- Work with parents/carers and the local authority to address issues beyond the school gates that give rise to bullying.

What to do if you think a student is being bullied:

Staff

What to do if a student complains of being bullied

- Compile a complete account of the incident or incidents from the student. Are there friends, classmates or witnesses who can verify any accounts?
- Take a written statement from the student(s) ensuring to include date, times, names, how, where this is taking place.
- If you can identify the bullies as other students from the academy, talk to your line manager.
- The bullies should be spoken to regarding the complaint. An informal warning may be sufficient.
- The student’s Pastoral Manager must be informed as to what has happened.
- The student’s Pastoral Manager will arrange for a member of staff, chosen by the student either being bullied or at risk of being bullied, to offer support on a continual basis until such time as the student and his/her parent/carer are satisfied that conditions have returned to normal.
- It may be appropriate to get the bullies and victims together to give their respective accounts and propose/agree to a solution – propose that sorting out the problem internally as individuals is preferable to one of the possible following scenarios:
 - further sanctions (detention, suspension)
 - written record on student’s Academy file (affecting future references)
 - parents being contacted
 - contacting the police (if the incident is serious)
 - ~~referral to Educational Psychologist~~
 - permanent exclusion from the Academy
- It may be appropriate to conduct separate follow-up meetings with the victim and bully to ensure that the problems have been sorted out.

What to do if you see a student being bullied – Confronting Bullies:

- Challenge the student(s) responsible – recording names and tutor groups.
- Record the incident in writing.
- Depending on the nature of the incident, it may be necessary to call senior members of staff who will follow the procedures outlined in the policy.
- Arrange for a meeting to discuss the incident – pointing out the consequences that may follow if the issues are not resolved to a satisfactory end. See the possible scenarios above.
- The meeting may involve students (bullies and victims) and any such staff as may be considered appropriate – Inspire tutor, Pastoral Manager, Head of Year, member of SLT, and parents.
- A follow-up meeting with the victim must take place to ensure that the situation has been resolved and that the student knows that he or she is supported by the academy.
- A follow-up meeting with the bully must take place to ensure that the student is supported in modifying his or her behaviour. Targets may be set and progress towards them reviewed. Support for the bully may involve referral to another agency.

Possible signs that a student is being bullied:

- A student may appear unusually withdrawn and uncommunicative.
- He or she may be unable to concentrate in class.
- His or her behaviour may change e.g. a student's participation in Academy and other activities may be reduced
- He or she may experience psychosomatic complaints.
- He or she may have unexplained cuts/bruises – or give unconvincing explanations.
- There may be unaccountable and repeatable damage or loss to bags, books, equipment and money
- There may be intermittent and long-term absences from the Academy
- A student may truant from the Academy.
- A student may have a loss of appetite
- He or she may have a sudden loss of weight

Anti-Bullying Policy – Guidance for Students:

When you let staff know about bullying you can expect what you say to be taken seriously and that action will be taken to stop the bullying behaviour. If you choose to tell a member of staff about bullying in person or if you write your name and post it under the Pastoral Manager's door, staff will **not** name you when they investigate the bullying unless they are forced to because of Child Protection laws, but they will let you know that they have acted on your report.

If you are ever worried for your own or another student's physical safety (including if you are afraid that a student may harm themselves), do not hesitate to tell a member of staff so that they can take immediate action to keep the student safe with the help of other staff at the school, parents/carers and the police and ambulance service if necessary.

All Students

Let a member of staff know about the bullying by:

- Speaking to your Inspire Tutor
- Speaking with your Pastoral Manager, Head of Year, Teacher, office staff, teaching assistant, lunchtime supervisor, Assistant Principal, Principal
- Write down the details of the bullying including how, who is being bullied (if not yourself), when and where, who is doing the bullying and your name, and pass to your Pastoral Manager.
- Tell a prefect who can advise you on how to tell staff.
- Talk to responsible peers

- Tell a parent.
- Tell a friend whom you can trust.
- Tell anyone whom you feel you can trust.
- Keep a copy of any unpleasant social media activity. Keep any text messages or images.

If you are a student that is being bullied, please follow the advice above and keep a diary of dates and times.

You can expect that:

- You will be listened to and taken seriously
- Action will be taken to end the bullying
- We will inform you of the actions that have taken place
- Your Pastoral Manager/Head of Year will keep your parents informed throughout the process
- You will receive support
- You will be given the opportunity to talk about how the bullying has made you feel and we will help to find strategies to deal with these feelings
- You will be offered the chance to speak to staff from other agencies
- If you are in fear of your immediate safety, staff will take immediate action to keep you safe
- If the bullying is electronic or cyber, you must contact the police. The Malicious Communications Act (1988) and the Communications Act (2003) makes this kind of act illegal

Parents/Carers

We will always keep parents and carers informed of any actions that have been taken in regards to bullying, this includes parents/carers from both the students being bullied and the student who is bullying.

As a parent of a student being bullied you can expect that we will:

- Assure you that your child will be listened to and believed
- Keep you informed throughout the process
- Be listened to and supported
- If necessary, put you in contact with outside agencies for support

As a parent of a student doing the bullying you can expect we will:

- Assure you we will listen to your child
- Your child will be treated fairly
- Keep you informed throughout the process
- We will support your child in changing their behavior
- If necessary, put you in contact with outside agencies for support

Links with other school policies:

This Policy links with a number of other school policies, practices and action plans including;

- Complaints Policy.
- Behaviour for Learning Policy.
- Safeguarding and Child Protection Policy.

Monitoring & review, policy into practice:

We will review this Policy at least once every two years as well as if incidents occur that suggests the need to review. The school uses the guidance given by:

- DCSF,
- LA,
- Anti-Bullying Alliance, to inform its action plans to prevent and tackle bullying.

Responsibilities:

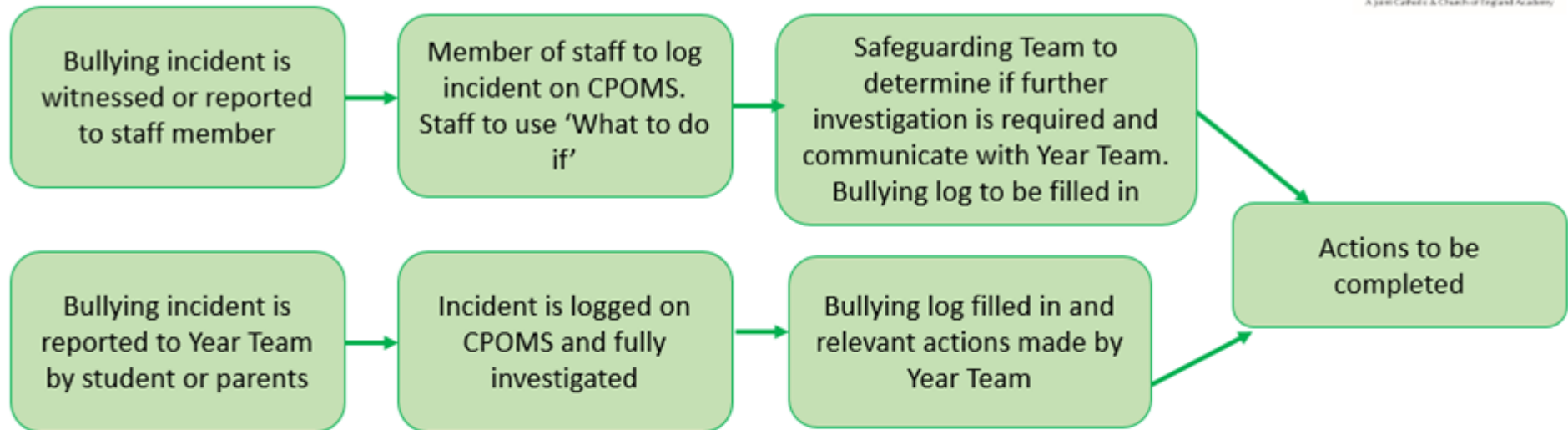
This policy only works if it ensures that the whole school community understands that bullying is not tolerated and understands the steps that will be taken to both prevent and respond to bullying.

It is the responsibility of:

- Academy Governors to take a lead role in monitoring and reviewing this policy.
- Governors, the Principal, Senior Leaders, Teaching and Non-Teaching staff to be aware of this policy and implement it accordingly
- The Principal to communicate the policy to the school community
- Students to abide by the policy.

This policy will be led by a senior member of staff designated by the Principal and reviewed **biannually** unless incidents occur that suggest a review is needed.

How to record bullying incidents



**The Year Team must communicate with home on the same day of an incident being reported.
All incidents must be completed within 1 day of the incident being reported.**

RESPECT

COURAGE

AMBITION

HOPE

Bullying Logs



Stage 1

Warning and restorative justice session with Pastoral Team. Parents contacted via telephone

Stage 2

Warning and detention. Restorative justice session with Pastoral Team. Parents contacted via telephone and letter sent.

Stage 3

Parental meeting with Head of Year. Time in Inclusion Base (including social time). Anti-bullying pack completed. Session with Safer School's Police Officer. Letter sent.

Stage 4

Parental meeting with member of SLT. Time in Inclusion Base (including social time) or Suspension. Further session with Safer School's Police Officer. Restorative work completed.

Stage 5

Parental meeting with Principal. Suspension/Managed Transfer/Permanent Exclusion considered.

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