

# Anti-Bullying Policy January 2018



ARCHBISHOP  
SENTAMU  
ACADEMY  
*Church of England*

Approved by Archbishop Sentamu Academy, Executive Principal on 14<sup>th</sup>  
March 2018.

The next 'Period of Review' will be **JANUARY 2019**

# Archbishop Sentamu Academy

## Christian Aims and Values

### Values

Inspired by God: Father, Son and Holy Spirit we **Aspire** to be a community founded upon mutual trust where everyone is loved for who they are. We seek to **Serve** others by putting their needs before our own and believe that working together, with God's help, we can **Achieve** more than we could alone.

As a Church of England Academy, our core values are trust, love and community:

- **Trust** is essential to human life and lies at the heart of all successful relationships. With wisdom and understanding, we can learn to trust. We aim to do this by being reliable and not letting others down. In this way we, can help each other feel safe;
- Jesus has shown us love. We try to reflect that **love** to those around us by being sensitive to the needs of all members of our Academy community;
- We aim to be an inclusive **community**. Each person is needed, valued and important. When things go wrong we will forgive each other and make a fresh start. We will share what we have with those in need and try to treat others as we would like them to treat us.

### Aims

As a Church of England Academy we aim to:

- Treat students, staff and visitors with respect;
- Incorporate and promote the values behind the academy motto; Aspire, Serve, Achieve in all we do;
- Instill a sense of self-worth and value in every student;
- Encourage student participation in the planning and the running of our Academy wherever possible;
- Encourage religious literacy as a way of interpreting the world around us;
- Encourage, challenge and support every person to achieve his or her potential.

# Archbishop Sentamu Academy

## Anti-Bullying

### 1. Statement of Policy

The aim of this Anti-Bullying Policy is to ensure that students learn in a supportive, caring and safe environment at Archbishop Sentamu Academy without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated. Only when all issues of bullying are addressed will students be able to fully benefit from the opportunities available at the Academy.

The Academy is committed to providing a caring, friendly and safe establishment for all of our students so they can learn in a positive and secure environment. Bullying of any kind is unacceptable in the Academy. If bullying does occur, all students should be able to inform staff and be confident that incidents will be dealt with promptly and effectively.

At Archbishop Sentamu Academy we do not discriminate against any child or adult on the grounds of the following, which include but are not limited to race,

- Disability;
- Gender;
- Age;
- Gender reassignment;
- Pregnancy;
- Maternity;
- Religion or belief;
- Sex;
- Sexual orientation.

We embrace the individuality of all our community members and comply fully with the Equality Act 2010.

#### 1.1 The aims are:

- To prevent the occurrence of bullying;
- To create a positive and safe learning environment;
- To develop individuals' self-esteem and respect for others;
- To have a complete and consistent method for dealing with incidents of bullying;
- To resolve bullying by means of reconciliation, support, or sanctions, this is directly linked with our Positive Handling Policy and Equality Policy.

## 1.2 And that:

- All members of the Academy community share an understanding of what is defined as bullying;
- All staff share a consistency of response;
- Staff and students recognise the benefit of taking a stand against bullying;
- Governors, parents and other members of the local community are aware of the Academy's policy on bullying;
- A high level of awareness of the Anti-Bullying Policy and its aims is maintained through INSET (in-service training), Personal Development Studies, and the wider curriculum.

## 2. What is Bullying?

Bullying is a "wilful, conscious desire to hurt, threaten or frighten someone. Bullying results in pain and distress to the victim". Bullying may include:

- Physical harm - pushing, kicking, punching, pinching, any form of violence;
- Verbal abuse - name-calling, sarcasm, spreading rumours, persistent teasing;
- Cyber bullying - sending harmful or cruel text or images using any area of the internet or mobile phones;
- Emotional abuse - tormenting, making fun of someone, humiliation, isolation by groups of students from groups or activities, destroying or spoiling work, dirty looks, spreading rumours, demanding money;
- Homophobic abuse - unwanted physical contact, abusive comments, particularly related to sexuality;
- Sexual abuse - unwanted physical contact, abusive comments, particularly of an inappropriate sexual nature;
- Racist abuse - racial taunts or "jokes" graffiti, gestures, making fun of customs, accents, refusing to work with someone of a different cultural background.
- Peer on peer abuse- this is a wider term that encompass bullying but also sexual harassment, physical or sexual assault and sexting.

Bullying is often a series of apparently minor incidents. Tackling these minor incidents will reduce the occurrence of more major or persistent bullying. Minor incidents may include:

- Name calling;
- Looks;
- 'Borrowing' equipment;
- One student intimidating another in order to copy homework;
- Spoiling another student's work;
- Pushing in at the dinner queue;
- Groups of students isolating another by not letting him or her join in;

- Forcing students to give up their place at a computer.

Bullying takes many forms and can be motivated by prejudices against particular groups. This can include but not limited to;

- Race;
- Culture;
- Religion;
- Gender;
- SEN;
- Sexual orientation.

## **2.1 Cyber bullying**

Cyber bullying is a different form of bullying and can happen any time of the day, with a potentially bigger audience, and more accessories as people forward on content at a click. Cyber bullying can be individual or group behaviour that includes hurtful texts, sharing inappropriate images via text/ social media, spreading rumours through social networking sites and obtaining false identity to cause harm or mischief. Prevention is better than cure, therefore, we embed good safe IT practise into all our teaching and learning. Please refer to the Academy's E-Safety Policy.

## **2.2 Sexual Harassment**

Research shows that the most vulnerable groups at risk of sexual harassment include girls, LGBT+, children perceived as LGBT or SEND.

Sexual Harassment creates an atmosphere that, if not challenged, can normalise inappropriate behaviour. These behaviours should never be tolerated, passed off as 'banter' or part of growing up. Sexual Harassment is likely to: violate a child's dignity, make them feel intimidated, degraded or humiliated and/or create a hostile, offensive or sexualised environment.

Any report of Sexual Harassment at Archbishop Sentamu Academy will be taken seriously, and the Academy will utilise appropriate sanctions, as outlined in the behaviour policy.

## **2.3 Signs and symptoms**

There are a number of possible signs and behaviours which might indicate a student is being bullied which may include:

- Withdrawn, isolated behaviour;
- Unwillingness to come to the Academy;
- Stops eating;
- Is afraid to use the internet or mobile phone
- Complaining about missing possessions;

- Begins to truant;
- Feels ill in the morning;
- School work begins to deteriorate;
- Becomes aggressive, disruptive or unreasonable;
- Is bullying other students;
- Refusal to talk about the problem;
- Easily distressed;
- Damaged or incomplete work;
- Refusing to work in a group or with another student.

Whatever the intensity of the bullying, staff should intervene. All staff should be vigilant at all times.

### **2.3 Safe Havens**

Students must be aware of places to which they can go during non-teaching time where they feel safe. Students can go to; the SLO office if they need sanctuary.

They should be aware of whom they can contact for support at any time during the day. This can be any member of staff or a member of the Pastoral Team.

## **3. Procedures**

- The priority is to give protection and support to the victim;
- Staff must make it clear that the bully's behaviour is totally unacceptable - it is important that disapproval is explained in a calm and rational way;
- It is vital that alternative behaviour is discussed with the bully in order that long term behaviour can be improved;
- Appropriate follow-up work, including counselling (or peer mediation for minor friendship problems where appropriate), should be carried out;
- Any incident of bullying must be reported to a Student Liaison Officer (SLOS) who will log the incident, and investigation will take place. Upon investigation a meeting will take place with our Anti-Bullying Coordinator. In this meeting, grounds will be established to ensure that all parties feel that the issue has been resolved and that the victim of bullying feels safe. In the unlikely event that the issue can't be resolved, the Anti-Bullying Coordinator will seek further assistance from external agencies.
- Victims of bullying may end up believing that they deserve to be bullied – they feel powerless and vulnerable - self-esteem can be badly damaged and so it is essential that self-confidence is re-established;

- Investigations into bullying incidents will be thorough and involve both the bully the victim and any witnesses;
- The bully will be supported in recognising their unsociable behaviour and offered support to modify that behaviour;
- Sanctions, if appropriate will be decided on the individual incidents and circumstances;
- Parents will always be informed of the incident and the outcome;
- After the incident has been dealt with each case will be monitored to ensure repeated bullying does not take place.
- Please refer to the Positive Handling (Care and Control) Policy and Behaviour Policy for procedures and sanctions regarding bullying.

### **3.1 Serious Bullying Incidents outside the Classroom**

- Appropriate intervention is vital;
- The victims must be given support and protection;
- Names or recognisable features of those involved should be obtained;
- The victim should be allowed to leave or be taken away from the scene - it may be appropriate to take them to the medical room for First Aid;
- If necessary, help should be obtained from the Head of House or Senior Staff;
- A record must be entered on PARS; and
- If a bullying incident is severe, it may be helpful to seek the advice and support of the Police Community Officer - this must be done through the Head of House.

### **3.2 Serious Bullying Incidents in a Classroom**

If a serious bullying incident occurs in a classroom, when a teacher needs assistance, initially Subject Team Leaders or Heads of House should be used. Sensitivity towards the victim must be exercised in order that he or she is not further embarrassed in front of his or her peers. Similarly, the bully should not be given the opportunity to become a 'hero'.

### **3.3 Serious Bullying Incidents outside of the Academy**

The Academy has statutory powers to discipline poor behaviour outside the Academy. Students should be identified as such by wearing the academy uniform. Students who experience such bullying can report it to Academy staff including their Form Tutor, a Student Liaison Officer (SLO) or Heads of House (HOH).

If a bullying incident is severe, it may be helpful to seek the advice and support of the Police Community Officer - this must be done through the SLO if the first instance, where the SLO will collaborate with necessary personnel i.e. HOH, Director of Behaviour and where necessary the Senior Leadership Team. In some cases this is reported to the Police directly from the parent or

carer, but we do ask to ensure the correct support and actions are taken within the academy that parents or carers notify the SLO team in good time to order for the academy to log and ensure the following,

- The victims must be given appropriate support and protection;
- Names or recognisable features of those involved should be obtained;
- If necessary, help should be obtained from the Head of House or Senior Staff;
- Relevant departments should be informed where appropriate for example Form Tutor;
- Liaison with parents or carers to ensure updates and new information is delivered or obtained;
- Liaison with outside agencies where necessary for example the Police Community Officer;
- A prompt record must be entered on PARS and updated where appropriate.

### 3.4 Peer on Peer Abuse

At Archbishop Sentamu Academy, we believe that all children have the right to attend school and learn in a safe environment. Children should be free from harm by adults and other children or young people.

We continue to ensure that any form of abuse or harmful behaviour is dealt with immediately and consistently to reduce the extent of harm to the child or young person.

There are many forms of abuse, which may occur between peers including:

- All forms of bullying
- Being coerced in sending sexual images (sexting)
- Physical or sexual assaults
- Child sexual exploitation
- Sexual harassments

**These behaviours should never be tolerated, passed off as ‘banter or horseplay’ or part of growing up.**

Action will be taken to ensure that any form of abuse/harmful behaviour is dealt with immediately, consistently and sensitively to reduce the extent of harm with full consideration taken to the impact on the child’s emotional, mental health and well-being.

- If a child has been harmed, is in immediate danger, or is at risk of harm, basic safeguarding principles apply and advice will be sought from either Humberside Police and/or Hull City Council EHASH.
- Incidents relating to all forms of bullying will be reported, recorded and dealt with, in accordance with either the Academy’s policies.
- Where there is no risk of significant harm, parents of all children concerned will be contacted and informed of the nature of the incident. If proven, appropriate sanctions, as outlined in these policies, will be applied.

## **4. Roles and Responsibilities**

### **4.1 Governing Body**

The Academy's governing body is responsible for the Anti-Bullying Policy, and for ensuring that it is regularly monitored and reviewed. The Governing Body will:

- Support the Executive Principal and the staff in the implementation of this policy.
- Be fully informed on matters concerning anti-bullying.
- Regularly monitor incident reports and actions taken to be aware of the effectiveness of this policy.
- Appoint a member of the Governing Body to have a specific responsibility for bullying.

### **4.2 Executive Principal**

The Executive Principal is responsible for implementing the Anti-Bullying Policy and will ensure that:

- Bullying is addressed as an issue in the curriculum;
- All staff receive training that addresses bullying behaviour;
- The governing body is regularly provided with information regarding issues concerning behaviour management including bullying;
- A senior member is appointed to be responsible for the monitoring of the policy and anti-bullying strategies.

### **4.3 Senior Leader**

The Assistant vice Principal (AVP) responsible for the compliance in regards to anti-bullying within the academy is to meet with the Pastoral Team on a regular basis, in order to discuss students who have not responded to the Academy's strategies accordingly. It will be discussed and agreed where necessary to submit referrals; having first undertaken some preliminary work with the student/family.

The AVP is responsible for managing and monitoring the following;

- Ensure compliance within the whole academy and Pastoral Teams;
- Meetings with students internally in regards to bullying to ensure satisfaction the concern has been resolved;
- Parental meetings where necessary;
- Ensure that the policy is communicated to students, staff, parents/carers and Governors;

- Ensure detailed and accurate records are regularly collected and used to implement strategic planning on attendance matters;
- Report to Governors on bullying matters;

#### **4.4 Pastoral Teams**

To monitor the welfare of their year group effectively the following responsibilities and duties include;

- Induct new staff in the year team on anti-bullying procedures;
- Monitor students welfare regularly, setting targets for improvement as appropriate;
- Monitor the performance of individual tutor groups, following up with individual tutors regarding incidents are not being effectively addressed;
- Regularly put bullying concerns onto the agenda of House meetings;
- Ensure that contact is made with students/ family with concerns surrounding bullying;
- Good record keeping of incidents on the academy system PARS.

#### **4.5 Parental Involvement**

Following any incident, parents of both bullies and victims should be made aware of the situation and how their actions could help. Form Tutors, in consultation with the Head of House, should involve parents at an early stage whenever it appears that there may be a problem.

We want Parent/Carers to feel confident that everything is being done to make sure their child is happy and safe at the Academy we expect that parents/carers will:

- Understand and be engaged in everything that is being done to make sure that their child enjoys and is safe at the Academy, and,
- Support us in helping us meet our aims.

#### **4.6 Students**

We expect that students:

- Will support the Principal and staff in the implementation of this policy.
- Will not bully anyone else, or encourage and support bullying by others.
- Will tell an adult if they are being bullied, usually either a member of staff or parent/carers.
- Will prevent and stop bullying, usually this is through telling an adult if they know or suspect that someone else is being bullied.
- Students must recognise that being a 'bystander' is not acceptable, and understand how their silence supports bullying and makes them in part responsible for what happens to the victim of bullying.

## 5. Related Policies, Guidelines and Legislation

This policy should be read in conjunction with:

- Positive Handling (Care and Control) Policy;
- AEN Policy;
- Attendance Policy;
- Child Protection Policy;
- E-Safety Policy;
- Complaints Procedure;
- Equality Policy.

## 6. Statement of Policy Review

The Board of Trustees has agreed that this policy will be reviewed on an annual yearly basis. This review will take into consideration all aspects of applicable legislation and advice current at the time of the review. The next 'Period of Review' will be **JANUARY 2019**.