

# Anti-Bullying Policy

## Shooters Hill Sixth Form College HR Review September 2016

Adopted and ratified by the Governing Body on:	<b>September 2016</b>
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Accountability:	<b>Governing Body</b>
Responsibility:	<b>Governing Body</b>

## Shooters Hill Sixth Form College

### **Statement of Intent**

At Shooters Hill Sixth Form College we do not tolerate bullying of any kind. We are committed to providing a caring, friendly and safe environment for all of our students so they can learn in a relaxed and secure atmosphere. If bullying does occur, students should be able to tell and know that incidents will be dealt with promptly and effectively. Members of the school community who know that bullying is happening are expected to tell a member of staff.

### **What is Bullying?**

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. This can be a one off incident or it can occur over a period of time.

There are three types of Bullying:

#### Verbal Bullying

- Teasing
- Sarcasm
- Name calling and swearing
- Continually ignoring someone
- Racist, sexist and homophobic remarks

#### Physical Bullying

- Taking your money or personal belongings
- Pushing, hitting, kicking and punching
- Sexual abuse, including unwanted physical contact or comments

#### Indirect Bullying

- Spreading rumours or gossip about you.
- Excluding others on purpose.
- E-mail and internet chat room misuse.
- Mobile threats by text messaging and calls.
- Misuse of associated technology ie camera and video facilities.
- Saying or doing things that humiliate another person.

### **Managing Incidents of bullying**

Procedure for staff in response to a reported or discovered incident

Staff will:

- Ensure that the situation is safe ie there is support for the victim and control of the bully. It may be necessary to refer to a more senior colleague to assist.
- Write a full report of the incident. Wherever possible a statement will be taken from the student involved, including witness accounts.

- Pass the relevant information to the student's Form Tutor, Pastoral Manager or Key Stage Leader as soon as possible (preferably the same day).
- Record all incidents of bullying using the school Student Information Form (SIF). This is to ensure that any patterns of bullying behaviour are picked up by the Key Stage Leader.
- Form Tutor, Pastoral Manager or Key Stage Leader will respond and follow up.
- Termly report on bullying will be included in the Principal's report to the Governors.
- A number of strategies may be suitable and your actions should be based upon your discretion and common sense, but should make it clear that:
  - The college takes bullying seriously
  - A record will be kept of the incident on the student's file.
  - Reconciliation between all parties is desirable and an appropriate time to do this may be decided upon. We use a 'Restorative Justice' approach.
  - Sanctions/punishments should be appropriate i.e. designed to change the behaviour of the student(s) who have bullied.
  - The situation will be closely monitored.
  - Reassurance and support for the victim will be given.
  - Parents/Carers of the victim and the bully will be informed and interviewed if necessary.

All students will be issued with the Anti-Bullying leaflet (Appendix 1)

## ANTI-BULLYING LEAFLET

### APPENDIX 1

#### Aims of our Anti-Bullying Policy

- To make it clear what bullying is and that all forms of bullying are unacceptable.
- To enable everyone to feel safe while they are at school.
- To allow everyone to express their individual personality.
- To support victims of bullying and ensure they are listened to.
- To keep bullying confidential.

#### 1. What is Bullying?

Bullying is the continuous form of belittling and making a person feel inferior based on their identity and personality. This includes:

**Cyber** Misuse of Internet such as 'email' and social networking; mobile phone or text threats/insults; misuse of camera and video facilities

**Physical** Use of any violence such as pushing, kicking, hitting, punching

**Racist** Racial taunts, violence, gestures, graffiti

**Verbal** Name calling, sarcasm, spreading rumours

**Emotional/Mental** Insincere friendships, mixed signals

**Sexual** Unwanted physical contact or sexually abusive comments

**Homophobic** Focusing on the issue of sexuality

#### 2. What students do about bullying

Most students who are bullied are afraid to come forward, which unfortunately makes matters worse and lets the inappropriate bullying continue. If you are being bullied or you know about somebody being bullied you must do something about it. This is what you should do:



Tell them to stop

Ask for help

Get an adult

Once you have 'TAG'd here are some other things you could do:

- If you find it hard to speak to an adult, tell a friend who can then speak to an adult for you.
- If you find it hard to talk to someone, write a note to or email your Pastoral Manager.
- Try and talk to others experiencing or who have experienced the same problems (your Pastoral Manager can help you with this too).
- Try and be strong; show them that you don't accept bullying.
- Pretend to take no notice of their nonsense.
- Do things that make you happy.
- Ring Childline 0800 1111 if you need someone to talk to in confidence when you are not in school.

### **3. What you should expect adults to do about bullying**

Promote through the college ethos, curriculum and professional practice that bullying is an unacceptable behaviour and will not be tolerated.

1. Listen well and take statements from the victim of bullying and any other students who have witnessed the bullying. Reassure the victim, tell them what will happen next.
2. Record information using a Student Information Form (SIF).
3. Keep information confidential.
4. Speak to the bully and investigate the allegations of bullying.
5. Inform both sets of parents/carers about situation.
6. Report the allegations of bullying to the appropriate senior member of staff so they can keep an eye on the victim of bullying.
7. Ensure the safety of the victim.
8. Once investigated, issue appropriate sanction to the bully if found guilty.
9. Offer support to victim of bullying and to the student doing the bullying.
10. Arrange a restorative justice meeting between the bully and the victim if both parties have agreed and it is deemed appropriate.
11. Make sure everyone feels equal, identify strategies to prevent any reoccurrence of further incidence of bullying.

### **4. What parents should do**

- Listen to their child's concerns and report it to the Pastoral Manager as soon as possible
- Work in partnership with the college to find a resolution.

**5. How do you know the bullying has stopped?**

- When you aren't afraid of being bullied.
- When you feel comfortable around the person bullying you.
- When you are happy and confident to come to school.
- When you're satisfied with how the bullying was dealt.