



BEACON ACADEMY

Anti-Bullying Policy

Updated	July 2017
Date Approved by Board:	2013
Date of Review:	Summer Term 2018
Responsible Department:	Safeguarding Lead

(Promoting Respect, Developing Friendship)

The Academy commits itself to creating an environment for everyone that is characterised by our core values. These values have been used to determine this policy.

What is bullying?

Bullying is deliberately hurtful behaviour. This can be physical, verbal or indirect:

- **PHYSICAL** – hitting, kicking, taking belongings
- **VERBAL** – name calling, insulting, making offensive remarks
- **INDIRECT** – spreading nasty stories about someone, excluding someone from a social group, making a person the subject of malicious rumours.
- **CYBER** - All areas of internet misuse, such as nasty and/or threatening emails, misuse of blogs, gaming websites, internet chat rooms and instant messaging
Mobile threats by text messaging & calls
Misuse of associated technology , i.e. camera and video facilities

Why an anti-bullying policy is necessary

Every person deserves to be treated with respect in every situation. We actively encourage everyone to treat others as they would like to be treated themselves. All students have a right to learn in a supportive, safe and caring environment without fear of being bullied.

Bullying is a form of social cruelty; it affects everyone, not just the bullies and victims. It affects students who watch passively and other students can be drawn into it by peer pressure. Bullying is not an inevitable part of academy life, and it rarely becomes resolved without intervention from staff. No one should have to accept being bullied. Only when issues of bullying are resolved can a student begin to fulfil their potential and best be able to take advantage of the opportunities available at academy.

We place great importance on the right of each individual to develop uniquely in an atmosphere of complete safety, enjoying respect and free from all forms of speech and action which cause fear. Bullying in all its forms is contrary to the ethos of the Academy and will not be tolerated. For a child to learn effectively she or he needs a secure, happy and friendly environment. This policy is designed to ensure that all students, teachers and parents are aware of our commitment to a bullying-free academy and will feel empowered to present any and all problems that they might have.

Aims and objectives

AIMS

The overriding aim is for teachers, parents and pupils to work together in an integrated way to:

- 1) produce an atmosphere in the academy in which bullying is regarded by everyone as totally unacceptable
- 2) resolve bullying issues effectively, by supporting the victims and seeking to change the attitudes of the bullies.
- 3) ensure that the whole Academy community is able to learn and work in a supportive, caring and safe environment without fear of harassment and where everyone is treated with respect.

OBJECTIVES

The aims of the policy are dependent upon the following objectives being fulfilled:

- 1) all members of the Academy community knowing what we mean by bullying
- 2) surveys being carried out amongst staff and students at regular intervals, to determine: the nature and extent of bullying, and where and when it occurs
- 3) constant monitoring of the effectiveness of duties and supervision of students outside lesson time
- 4) raising the awareness of students and parents, regarding the serious consequences of bullying
- 5) taking all opportunities to raise the self-esteem of pupils, to avoid their becoming bullies or the victims of bullies
- 6) encouraging parents and students to report bullying to the staff
- 7) agreed procedures and strategies being followed when incidents of bullying are reported
- 8) counselling victims of bullying and providing them with access to appropriate medical/psychological support
- 9) identifying bullies and punishing them accordingly, encouraging them to change their attitudes and offering appropriate counselling.

Preventive Measures

The Academy's anti-bullying policy is both rigorous and straightforward: *bullying will not be tolerated*. This message is delivered in assemblies, by form tutors and as part of the PSHE curriculum. Much time is spent, by form tutors and the pastoral staff, counselling pupils and restoring relationships. Senior pupils spend part of their tutorial time establishing friendships with younger pupils. Prefects are asked to monitor the situation to and from the Academy.

Strategies for dealing with bullying

This Academy will always deal seriously with any and every incident of bullying. All pupils are encouraged to be open about such incidents and to accept their corporate responsibilities which are reinforced through a Friendship Week and an agreed input during tutorial time. Learning Mentors are available to students at break time and lunchtime, so that any concerns about bullying can be dealt with swiftly. Once an incident has been brought to the attention of an adult, directly or indirectly, it is dealt with appropriately. The most serious incidents will be dealt with by a senior member of staff using the standard options of discipline open to him/her.

Academy Curriculum Links

Pupils are taught positive participative citizenship through PSHE. Part of the programme addresses the issue of friendship and considers how to deal with anti-social behaviour, including bullying.

Parents and Students

Parents are encouraged to take an active interest in their child's social life and to talk about friends and their activities in and out of academy. Parents are advised to look for signs of stress in their child or a reluctance to attend school. If a problem is perceived parents are encouraged to contact the Academy immediately. Pupils too are given clear advice on how to deal with bullying, whether as a victim or onlooker. The guidance we offer to parents and students is set out below.

Guidance to Parents and Students

WHAT YOU SHOULD DO IF YOU ARE BULLIED

- *Try not to show that you are upset; bullies thrive on people's fear.*
- *Stay with a group of friends and do not allow yourself to be cornered in an area where you are on your own.*
- *Do not hit the bully; you might end up being accused of bullying yourself.*
- *Be assertive. Tell the bully you do not like what they are doing and ask them to stop. Tell the bully that you are not going to do whatever they ask you to do / do not accept what they say, and walk confidently away.*
- *Tell yourself that it is not your fault and that it is the bullies who need to change, not you.*

WHAT YOU SHOULD DO AFTER YOU HAVE BEEN BULLIED

- *Go straight to the nearest member of staff and tell them what has happened. Alternatively, complete a 'Bullying Incident Slip' and put it in the Letterbox in reception area. Keeping things secret is the bully's greatest weapon against you; that is why they go to so much trouble to try to stop you telling.*
- *If it has happened outside the Academy on the way home, tell your parents/carers and ask them to notify your Form Tutor or Learning Mentor or the Head Teacher.*
- *Write down everything the bullies have done or said to you, and try to write down how you feel. Discuss what you have written with the adult to whom you have reported the bullying and with your Form Tutor, Learning Mentor or Mrs Kinnaird, Anti-Bullying Co-ordinator.*
- *Be accurate about what has happened. If a small part of what you are saying is shown to be untrue, then it casts a doubt over everything else you have said.*
- *If the bullying does not stop, or starts again, then tell your Form Tutor, Learning Mentor or Mrs Kinnaird.*

WHAT YOU SHOULD DO IF YOU WITNESS SOMEONE BEING BULLIED

- *Challenge the bully and tell them to stop what they are doing. If you stand by and do nothing, it looks as if you are on the side of the bully and makes the victim feel as if they are on their own.*
- *Do not fight the bully.*
- *Do not laugh when someone is being bullied.*
- *Do not be, or pretend to be, friends with a bully when they are behaving badly.*
- *Include the victim in your group and take the victim with you to a safer place.*
- *If you are too frightened to get involved, find an adult quickly and tell them immediately.*

WHAT YOU SHOULD DO AFTER SOMEONE ELSE HAS BEEN BULLIED

- *Tell the nearest member of staff exactly what has happened. Alternatively, complete a Bullying Incident Slip and put it in the 'Letter Box' in the main reception area.*
- *Try to make the victim feel better about him/herself, by re-assuring them that they have done nothing wrong and that it is the bully's fault.*
- *Listen to what the bully has to say.*
- *Encourage the victim to join in with your group of friends.*

WHAT YOU SHOULD DO AS A PARENT IF YOUR CHILD HAS BEEN BULLIED

- *Stay calm and talk to your child about what has happened.*
- *Make a note of what happened, the names/descriptions of the bullies and the place and time the bullying occurred.*

- *Inform the academy. If we don't know about the bullying we cannot stop it. Inform your son/daughter's Form Tutor of any small incidents. Inform your son/daughter's Learning Mentor or Mrs Kinnaird of any serious or repeated incidents.*
- *Advise your child what to do if they are bullied again (see above). Under no circumstances should they attempt to fight the bully or pay them off.*
- *Encourage your child to report any further incidents to teachers and to yourself.*
- *Look for unusual behaviour in your children. For example, they may become uncharacteristically aggressive, they may suddenly stop completing homework to their normal standard, they may claim to be unwell more frequently and may be reluctant to attend the Academy.*
- *Contact the Academy again if the problem is not resolved.*
- *Remember, if a bully gets away with bullying your child he/she will probably come back or bully others. You help all the children, even the bully, by reporting the bullying.*

WHAT YOU SHOULD DO AS A PARENT IF YOUR CHILD IS BULLYING OTHER CHILDREN

- *Ask them why they are bullying other children, and if someone else is bullying them.*
- *Tell them that bullying, on any level, is unacceptable. Discourage them from bullying anyone in future.*
- *Advise them how to resolve disputes amicably in the Academy, with the help of staff.*
- *Inform your child's Learning Mentor or Form Tutor about the conversations you have had with your son/daughter, so that we can take account of your intervention in following up any reports of bullying by your child.*

WHAT WE DO AS AN ACADEMY TO PREVENT BULLYING

- *All staff actively promote the Academy's ethos, encouraging students to treat other students as they would like to be treated.*
- *At the start of each year, all Form Tutors explain the Academy's anti-bullying policy to the students.*
- *We distribute a leaflet to all students and parents about the procedures we recommend to students and parents for dealing with bullying (appendix 1).*
- *In all Form rooms and House areas anti-bullying posters are displayed, encouraging students to report any instances of bullying to members of staff (appendix 2).*
- *Throughout the year, pastoral staff re-enforce the Academy's anti-bullying policy in Tutorial time and during assemblies.*
- *Bullying issues are also directly addressed in aspects of the curriculum e.g. in PSHE lessons and Drama lessons.*
- *We raise the self-esteem of students by rewarding them for their achievements.*
- *Staff are on duty in the corridors, House areas, outdoor play areas and dining halls at break time and lunch time.*
- *We endeavour to ensure that lessons begin on time and that students are not left unattended in the corridors.*
- *We look out for signs that any pupil is not happy, particularly those who have been bullied in the past.*

WHAT WE DO TO MONITOR THE EFFECTIVENESS OF THE WAY THE ANTI-BULLYING POLICY IS IMPLEMENTED

- *On an on-going basis, we monitor the effectiveness of the policy through minuted discussions at Student Council meetings, Form Tutor meetings and Senior Leadership Team meetings.*

- *Every year, we undertake a full review of the anti-bullying policy, with a working party composed of staff representing a cross-section of expertise from across the staffroom. Responses to questionnaires (appendix 3) issued to Form Tutors and Student Councils are analysed. The policy is then revised and updated in the light of these responses and examples of good practice from other academies / the DFE.*

WHAT WE DO AS A ACADEMY TO DEAL WITH THE BULLYING THAT HAS BEEN IDENTIFIED

- *We listen carefully whenever a pupil reports bullying and we make sure that the matter is dealt with, taking every possible action to eradicate it.*
- *We interview the suspected bully, the suspected victim and any witnesses separately.*
- *Help, support and counselling is given to both the victims and the bullies in the following respects:*

VICTIMS

- *offering an opportunity to talk about the experience with their Form Tutor, Learning Mentor, Anti-Bullying Co-ordinator*
- *informing the victims' parents/guardians of any unresolved incidents of bullying*
- *offering continuing support and counselling from the Form Tutor, Learning Mentor, Anti-Bullying Co-ordinator, with a view to reducing the risk of victims becoming victims in the future*
- *explaining the nature of the disciplinary action taken against the bully.*

BULLIES

- *passing information about any unresolved incidents of bullying to the Learning Mentor, or Anti-Bullying Co-ordinator*
- *notifying the bullies' parents of any unresolved incidents/recurring incidents of bullying, and informing them of how we are proceeding to deal with the situation*
- *talking the incident through with the bullies, with a view to changing their attitudes taking disciplinary action to punish the bully for what they have done, to deter future bullying and to protect other students.*

DISCIPLINARY ACTION

We adopt a staged approach in taking disciplinary action:

- 1) *officially warning the bully*
- 2) *informing the bully's parents/guardians*
- 3) *internally excluding the bully.*

Further details of processes for promoting friendship and preventing bullying in the Academy which staff should be mindful of

1. By ensuring that all students are aware of their rights and responsibilities and know how to seek support if these rights are being violated. These rights and responsibilities are in the student planner.

Pupils will be reminded of the Academy's anti-bullying policy in assemblies.

The Academy's PSHE programme includes the theme of bullying and will explore the concepts of rights and responsibilities.

2. By encouraging pupils to work well and develop good relationships with one another and to offer each other mutual support.

As part of everyday practice the teachers at Beacon Academy will encourage students to work positively in friendship, non-friendship, mixed gender and mixed race groupings within the classroom and in extra-curricular activities.

3. By ensuring that pupils behave in a respectful and positive attitude towards one another.

Teachers maintain firm, fair and positive discipline in the classroom and share responsibility for ensuring good behaviour in all areas of the academy. Teachers encourage students to behave similarly with one another.

Although good behaviour is expected from all pupils, especially sensitive and helpful behaviour, improvements in the behaviour of students who have difficulties and co-operative work with other students is rewarded through our positive discipline system.

4. By helping students to share problems

Students collect Bullying Incident Forms from Learning Mentors or the main office, which they complete and then post in the box adjacent to the main reception door to ask for help or support. The box will be opened daily by office staff. Students are also invited, through this system, to seek help for other students whose welfare causes them concern. In these cases a high degree of confidentiality will be kept. Bullying slips will be read by the Learning Mentor, who will assess the issue and intervene appropriately, i.e:

- One to one support for young person who has experienced the bullying, offering an opportunity to discuss the thoughts and feelings and work towards raising their self confidence
- One to one support for the young person who has bullied, offering an opportunity to explore the reason for their actions and to look at making positive choices about themselves and others
- Contact both sets of parents, explaining what has happened and what support is being offered.

5. By the Academy's Chaplaincy Buddy Groups, run in conjunction with the support from the Learning Mentors.

6. By encouraging parents / carers to present any problems they know or suspect their child might be having.

7. By applying fair and consistent sanctions to those who disregard the rights of others at Beacon Academy.

Bullying will never be tolerated from anyone and will be dealt with in line with our behaviour policy, imposing sanctions which are appropriate to the severity of the incident(s) and which empower the victim.

8. By careful monitoring and effective action to ensure we are achieving our objectives.

All incidents of bullying are monitored and recorded by the Data Manager, with a view to preventing any such future instances. In serious incidents, referrals to the relevant

counselling/support services will be completed, in conjunction with the Academy's Anti-Bullying Co-ordinator, Mrs Kinnaird.