

MEOLS COP HIGH SCHOOL

ANTI-BULLYING POLICY

Rationale:

Bullying can affect and damage both the school and individuals within it. The school is committed to ensuring that every student/staff enjoys the right to participate in school life to the full. If a child or member of staff is subjected to bullying at any stage, these rights are violated and we consider this to be totally unacceptable.

Students and staff at Meols Cop High School have the right to be:

- * treated with respect, courtesy and kindness at all times;
- * accepted and valued as an individual;
- * safe and secure in School, and between home and School;
- * able to express their opinions without fear.

The policy, which has been drawn up by representatives of the whole school community, outlines what the school will do to prevent and tackle bullying.

Purposes:

- * Students will be protected from bullies at school and as far as possible when travelling to and from school.
- * Students, parents and staff need to know that action will be taken, and that any incident, both physical and verbal will be handled promptly, discreetly, sensitively and consistently.
- * Bullying will be recognised and acted upon.
- * Both bullies and victims will be counselled and supported as appropriate.
- * The Education and Inspection Act 2006 outlines some legal powers which relate more directly to cyber-bullying. Headteachers also have the power 'to such an extent as is reasonable to regulate the conduct of students when they are off site'. Some cyber-bullying activities could be a criminal offence.

Definition of Bullying:

Bullying is "**Behaviour by an individual or a group, usually repeated over time, that intentionally hurts another individual either physically or emotionally**".

Bullying can include: name calling, taunting, mocking, making offensive comments, kicking, hitting, taking belongings, inappropriate text messaging and electronic messaging (including through websites, social networking sites and instant messenger); sending offensive or degrading images by phone or via the internet; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours. Sometimes, incidents of bullying may exist within a context of relationship difficulties and may be best dealt with by mentoring and restorative justice.

Forms of bullying covered by this policy:

Bullying can happen to anyone. This policy covers all types of bullying including:

- Bullying related to race, religion or culture.
- Bullying related to special educational needs.
- Bullying related to appearance or health conditions.
- Bullying related to sexual orientation.
- Bullying of young carers or looked after children or otherwise related to home circumstances.
- Sexist or sexual bullying.
- Cyber bullying.

Process for Preventing, Identifying and Responding to Bullying:

1. Preventative measures include curriculum input, particularly in PSHE, English, assemblies, activities during anti-bullying week, theatre workshops, 'e' safety sessions, Pals system, restorative justice and our social communication programme.
2. Through the PSHE programme, assemblies and social communication programme and other preventative methods, students will be able to discuss strategies and situations and learn what action to take, including incidents of cyber-bullying.
3. The school will also address bullying through displays, peer support (including student Ambassadors) and the School Council.
4. Safe spaces created for vulnerable students to use during break and lunchtime.
5. Students to be regularly surveyed about feeling safe.
6. Parents, carers and staff know who to contact if they are worried about bullying.
7. Everyone is encouraged to report all incidents of bullying including cyber-bullying (particularly through mobile phones and the internet). This can be done via members of staff or the SHARP website (School Help Advice Reporting Page).
8. Bullying should be immediately dealt with, and appropriate action must be taken.
9. All cases should be recorded using Information Slips initially or via email and passed on to the appropriate Learning Tutor and Year Progress Manager or appropriate line manager.
10. Proformas will be used to record and log incidents of bullying.
11. Parents of identified bullies and victims should be notified and involved.

WE MAKE IT CLEAR TO EVERYONE THAT BULLYING IS NOT TOLERATED AND REINFORCE THAT MESSAGE AT EVERY OPPORTUNITY.

IF YOU HAVE THE SLIGHTEST SUSPICION THAT A CHILD IS BECOMING A VICTIM, PLEASE BRING THE MATTER TO THE IMMEDIATE ATTENTION OF BOTH THE LEARNING TUTOR AND PROGRESS MANAGER FOR THE YEAR GROUP.

Procedure:

- A victim of bullying should report the incident to a member of staff immediately or can do this, confidentially or anonymously if they wish, through the SHARP website. The report on the website will be picked up by our Safer School's Officer and promptly acted upon in liaison with relevant staff.
- The member of staff will either deal with the incident directly by logging the incident on the Bullying Incident Form either electronically or putting it in the box in the staff room or the information slip, or, in the case of students, refer to the Progress Manager in more serious cases. In the case of a staff incident, the incident should be reported to a member of the Leadership team responsible for personnel.
- In the case of a student, the Progress Manager will investigate incidents referred to them and, if necessary, involve the learning mentors and/or a member of the Leadership team. In the case of staff, the incident will be investigated by a member of the Leadership team.
- The victim will be interviewed and a written account of the incident given. Support to be offered.
- The alleged bully to be interviewed. A written account of the incident to be made.
- Any witnesses to be interviewed. Written accounts of the incident.
- The victim and bully (if appropriate) to meet together with Progress Manager, Learning Mentor or appropriate staff member to talk through the incident. An apology may be appropriate at this point if this is the first incident, although restorative justice may be appropriate. Work with students or staff who have been bullying in order to address the problem they have.

- Any necessary sanction should be imposed and explained.
- Parents to be informed in the case of students.
- If the incident is very serious, an interview with a senior member of staff to be arranged.
- All incidents of bullying to be logged.

The following sanctions/measures may be appropriate but will be dependent upon the incident:

- Warning
- Senior detention
- Restorative Justice
- Police involvement.
- Referral to Governors Disciplinary Sub-Committee
- Fixed term exclusion in the Remove
- Fixed term exclusion from school
- Permanent exclusion from school may be considered for violent pupils
- The bully or victim may also be allocated a mentor as a preventative strategy

Monitoring and Review:

Policy to be monitored through incident log and student surveys. Policy to be reviewed at least once every two years or if incidents occur that suggest the need for immediate review. The Governors Safeguarding committee to take a lead role in monitoring and reviewing this policy with the support of the Safer Schools Officer and Sefton's Attendance and Welfare Service Manager.

Responsibility:

Policy written by: Deputy Headteacher Responsible for Students

Policy applicable to: ALL STAFF

Date reviewed: November, 2017

Date of Next Review: September, 2019

Websites:

DCSF Guidance "Safe to Learn: Embedding anti-bullying work in schools"
http://www.teachernet.gov.uk/wholeschool/behaviour/tackling_bullying/safetolearn/

Anti Bullying Alliance guidance
www.anti-bullyingalliance.org.uk

Also refer to Sefton Policy – Dignity at Work adopted by Meols Cop High School (Section 2)