



GREENWOOD ACADEMIES TRUST

Stanground Academy Anti-bullying Policy

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Rationale

At Stanground Academy we aim to create a calm, caring and safe environment in which all students and staff feel able to thrive, make excellent progress and succeed in achieving their full potential.

We believe that everyone learns by example and that teachers, parents and students have a shared responsibility in setting a good example as well as ensuring that the rules are followed.

Policy Aims

The aims of the policy are:

- To make clear what constitutes bullying, what can be done to prevent it and how incidents should be dealt with; including the support for victims of bullying and the support we provide for perpetrators of bullying
- To create a safe, inclusive and calm environment where all staff, students, parents and visitors are able to thrive free from any harassment or bullying
- To create an environment where students can grow and become mature, self-disciplined, hardworking and able to accept responsibility for their own actions.

Stanground Academy will ensure the school has a safe, calm and productive environment, where staff and students feel supported, and that their work is valued.

Bullying and Discrimination

Stanground Academy is committed to challenging and does not tolerate any forms of bullying or discrimination. Any student found to be carrying out any of these actions will be subject to the academy's disciplinary procedures as outlined in the academy's behaviour policy.

Although there is no legal definition of bullying, we have adopted Bullying UK's definition:

"Bullying is repeated behaviour which is intended to hurt someone either emotionally or physically."

We are also clear that bullying is not:

- One-off occasions of being left out, people not getting along, meanness or nastiness
- A random act that made you scared or hurt
- Falling out, arguing, or fighting with people, when both sides are to blame

Even though these are not bullying, these are still not acceptable behaviours and will still be dealt with. They may still constitute child-on-child abuse.

Reports of bullying will be fully investigated, parents will be contacted, face-to-face meetings with parents will be arranged and sanctions will be applied to anyone found to be involved in bullying or acts of discrimination.

Bullying is repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. Bullying can be physical, verbal, or psychological, and can happen face-to-face or online.

Bullying is, therefore:

- Deliberately hurtful
- Repeated, often over a long period of time.

It is recognised that bullying, if left unaddressed, can have a devastating impact on individuals; it can create a barrier to learning and have detrimental consequences for mental wellbeing. All students are provided with a variety of opportunities to be educated on anti-bullying through assemblies, tutor time and the academy's PSHE curriculum.

Bullying can take place both within the school environment and outside school supervision, and can include:

- Physical
 - o Pushing, kicking, hitting, pinching or any use of violence
- Verbal
 - o Name-calling, sarcasm, spreading rumours, teasing
- Emotional
 - o Including, tormenting (i.e. hiding books, threatening gestures), being unfriendly, racial taunts, graffiti, related to Special Educational Needs or disabilities
- Sexual
 - o Unwanted physical contact or abusive comments
- Online/Cyber
 - o Use of Information and Communication Technology (ICT), particularly mobile phones and internet, email or social networking sites, text messaging & photographs, deliberately to upset someone else. Further information on Cyber bullying can be found in Appendix A.

- Protected Characteristics within the 2010 Act
 - Refers to a range of hurtful behaviour, both physical and psychological, that makes a person feel unwelcome, marginalised, excluded, powerless or worthless because of their age, disability, race, religion, sex, sexual orientation or gender preference or reassignment.

Child Abuse

Child-on-child abuse can happen inside and outside of school and online. Child-on-child abuse is most likely to include, but may not be limited to:

- Bullying (including cyberbullying, prejudice-based and discriminatory bullying)
- Abuse in intimate personal relationships between peers
- Physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm (this may include an online element which facilitates, threatens and/or encourages physical abuse)
- Sexual violence
- Sexual harassment such as sexual comments, remarks, jokes, and online sexual harassment
- Causing someone to engage in sexual activity without consent, such as forcing someone to strip, touch themselves sexually, or to engage in sexual activity with a third party
- Consensual and non-consensual sharing of nude and semi-nude images and/or videos (also known as sexting or youth produced sexual imagery)
- Upskirting, which typically involves taking a picture under a person's clothing without their permission
- Initiation/hazing type violence and rituals

There is absolutely no room for child-on-child abuse and these behaviours will not be tolerated in our academy. Any harmful behaviour against protected characteristics will be dealt with using appropriate sanctions. Where necessary, the police will be notified of these behaviours.

Stanground Academy has a commitment to educating the individuals responsible for these actions and uses the personal development programme, mentoring, referrals to external agencies including Young Peoples Counselling service, Police, CROPS, NSPCC, Centre 33, Young Minds, Bullying UK and other organisations to help develop greater tolerance and understanding.

Students must report incidents of bullying so they can be dealt with quickly and effectively by Academy staff, by:

- Informing their pastoral team.
- Informing an adult within the Academy.
- Use **'Hear me, Help me'** ([Hear Me, Help Me!](#))

This will alert all members of the pastoral and safeguarding teams where a full investigation will begin.

The following steps may be taken when responding to incidents of bullying reported to the Academy:

- Bullying incidents reported to staff who communicate directly to the Head of Year who will then liaise with the Senior Assistant Principal (Pastoral)
- Bullying incidents will be recorded by staff on ClassCharts and CPOMs to enable patterns to be identified and communicated to the relevant Pastoral Leaders
- The identified students involved are interviewed and statements containing all information are gathered by the Pastoral Team and are then reviewed by the Senior Assistant Principal (Pastoral)
- A clear and precise account of bullying incidents will be recorded by the Pastoral Team
- Parents/carers of all identified students are informed
- The bullying behaviour and threats of bullying must immediately stop and the perpetrators will offer an apology and whenever possible, the students will be reconciled through Restorative Justice practices
- In serious cases, suspension or permanent exclusion will be considered
- If necessary and appropriate, police will be consulted
- The Pastoral Team will provide intervention to support all the students involved – both the victim and, where appropriate, the perpetrator(s)
- If necessary, the perpetrators will be referred for additional support either through the Academy's own pastoral team or through external agencies
- The relevant Pastoral Leader will liaise with the families of both the victim and perpetrator(s) after two weeks and four weeks to ensure that there has been no reprisals or repercussions

- An attempt will be made to help the bully/bullies (perpetrators) change their behaviour. If the behaviour is repeated, the sanction escalates after each incident and in line with the Behaviour policy
- The Senior Assistant Principal will maintain overall responsibility for ensuring that the procedures are followed in a timely fashion and will liaise with the Head of Academy on a regular basis to keep them updated on the progress of reported incidents.

Support for Victims

Students who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with a Pastoral Leader or adult of their choice
- Offering ongoing support through regular informal meetings
- Encouraging other close friends to look out and provide support
- Programme of support to restore relationship
- Communication sent out to staff to allow for ongoing support across the school day
- If appropriate, referral to external agencies

Disciplinary Action

As each incident of bullying is investigated and managed on an individual basis, below is an indication of the sanctions that we follow. However, this will vary on a case-by-case basis according to staff knowledge of students and other circumstances.

- Parents will be informed at an appropriate stage during this procedure. This should be as soon as all the facts of the issue have been determined in a clear and precise way
- Any students involved in the incident are spoken to individually and notes taken. This will be done by the appropriate pastoral leader. The accounts will be reviewed by the Senior Assistant Principal or another member of the senior leadership team.
- Depending on the severity of the allegation, an attempt will be made to reconcile those involved through Restorative Justice practices. If the matter cannot be resolved the Senior Assistant Principal or another member of the senior leadership team will take over the investigation.

- The student accused of bullying is given the chance to apologise and understand the impact their behaviour has had. Depending on the severity of the incident sanctions may be imposed in line with the academy's behaviour policy
- If the bullying is repeated, then further sanctions will be imposed and parents informed and met with by the Senior Assistant Principal or another member of the senior leadership team.
- If there is still no improvement, then the Senior Assistant Principal or another member of the senior leadership team, will liaise directly with the Head of Academy to determine the consequences / sanctions.

The use of sanctions are there so that they can be used as effectively as possible against the individuals involved. We only share the sanctions with parents of the perpetrator, not the victim. The following disciplinary steps can be taken:

- Official warnings to cease negative behaviour
- Regular meeting with the Head of Year and /or the Senior Assistant Principal (Pastoral)
- Corrections
- Monitoring reports
- Exclusion from certain areas of school premises or activities to avoid contact with the victims
- ILA – Independent Learning Area
- Off site direction
- Suspension
- Permanent exclusion

Whole Academy Approach

The academy will encourage and promote positive behaviour and this will be delivered through;

- the PSHE Curriculum; the academy will proactively raise awareness of the nature of bullying through inclusion during Form Time, PSHE lessons, assemblies and subject areas, as appropriate, in an attempt to eradicate such behaviour.
- Staff modelling the behaviours we expect to see from students across all areas of academy life
- Students have the responsibility to liaise with staff about incidents that may be occurring in places that staff may not see during the normal course of their work
- All students are encouraged to speak out when they witness or are party to bullying behaviour, by speaking to any staff member
- All sanctions will be within the parameters of the Behaviour Standards
- A yearly focus on addressing and trying to eradicate bullying during Anti-Bullying Week.
- Half-termly reboot assemblies
- Tutor time activities
- The academy's assembly programme
- Student leadership – Anti-bullying ambassadors, Equality & Diversity Ambassadors
- Collaboration with other city secondary and primary

Monitoring, Evaluation and Review

- Students who continue to give cause for concern will be monitored through the academy's MDI Team(Multi-Disciplinary Intervention), chaired by the Senior Assistant Principal (Pastoral) and regular check ins with the year team and senior team attached to their year group
- We attempt to resolve such issues internally under the Academy's own disciplinary procedures, unless the matter is of such gravity that external agencies need to be involved
- The academy may suspend or exclude a student, temporarily or permanently, in cases of severe and persistent bullying and if the support put in place for the bully does not result in the modification of behaviour to an acceptable level
- A regular school survey will anonymously record the student's views on bullying within the Academy

Appendix A: Cyber Bullying

At Stanground Academy, we believe that everyone in our community has the right to teach and learn in a supportive, caring and safe environment without fear of being bullied. We believe that every individual in school has a duty to report an incident of bullying whether it happens to themselves or to another person. Students should not have mobile phones in school, and if they do, they should be off and, in their bags, we have adopted and communicated a 'See it, Hear it, Take it' policy. All parties must comply with the Acceptable ICT Use Policy and the DfE guidance on mobile phones.

If we find that a student's wellbeing is compromised by cyber-bullying which has taken place outside school, we will take the appropriate action to help that student in line with our Anti Bullying and Behaviour Policy. This may mean contacting other parents if we find their son or daughter is involved.

What is Cyber-bullying?

Cyber-bullying is the use of Information Communications Technology (ICT), particularly mobile phones and the Internet, deliberately to upset or intimidate someone else.

Technology allows the user to bully anonymously or from an unknown location, 24 hours a day, 7 days a week. Cyber-bullying leaves no physical scars so it is, perhaps, less evident to a parent or teacher, but it is highly intrusive and the hurt it causes can be very severe. There are many types of cyber-bullying. Although there may be some of which we are unaware, here are the more common:

- Text messages - that are threatening or cause discomfort
- Picture/video-clips via mobile phones - images sent to others to make the target feel threatened or embarrassed
- Mobile phone calls - silent calls or abusive messages; or stealing the target's phone and using it to harass others, to make them believe the target is responsible
- Emails - threatening or bullying emails, often sent using a pseudonym or somebody else's name
- Chatroom bullying — menacing or upsetting responses to children or young people when they are in web based chatroom
- Instant messaging (IM) — unpleasant messages sent while children conduct real time conversations online using Instagram, Snapchat, WhatsApp or other similar apps

- Bullying via websites — use of defamatory blogs, vlogs, Youtube, personal websites and online personal “own web space”.

Stanground Academy Procedures

We take this bullying as seriously as all other types of bullying and, therefore, will deal with each situation individually. Students are taught within their PSHE curriculum how to:

- Understand how to use these technologies safely and know about the risks and consequences of misusing them.
- Know what to do if they or someone they know are being cyber-bullied.
- Appreciate the upset, distress, and unhappiness that cyber-bullying causes.
- Report any problems with cyber-bullying to teachers or parents.

The academy also provides support, information, and guidance on the following for parents and families:

- E-communication standards and practices in schools, what to do if problems arise, and seminars delivered through National Online Safety for families
- Gives support for parents and students if cyber-bullying occurs by assessing the harm caused, identifying those involved, taking steps to repair harm and to prevent recurrence
- Our clear disciplinary framework for dealing with any behavioural issues.

Once the person responsible for cyber-bullying has been identified, the Academy will take steps to change their attitude and behaviour as well as ensuring access to any support that is needed.

Advice to pupils (whether at school or elsewhere) who are targets of cyber-bullying:

- Remember, bullying is never your fault. It can be stopped and it can usually be traced
- Don't ignore the bullying. Tell someone you trust, such as a teacher or parent, call an advice line or contact the Academy via it's dedicated anti-bullying email address
- Try to keep calm. Don't retaliate or return the message. If you show that you are angry, it will only make the person bullying you more likely to continue

- Don't give out your personal details online – don't give out information about where you live, the school you go to, your email address etc. Your friends already know all of this
- Keep and save any bullying emails, text messages or images. Then these can be used as evidence
- If you can, make a note of the time and date bullying messages or images were sent, and note any details about the sender. There's plenty of online advice on how to react to cyberbullying.
- **Text/video messaging**
- You can easily stop receiving text messages for a while by turning off incoming messages
- Don't reply to abusive or worrying text or video messages
- Don't delete messages from cyberbullies. You don't have to read them, but you should keep them as evidence
- Text harassment is a crime. If the calls are simply annoying, tell a teacher or parent. If they are threatening or malicious and they persist, report them to the police, taking with you all the messages you've received.
- **Phone calls**
- If you get an abusive or silent phone call, don't hang up immediately. Instead, put the phone down and walk away for a few minutes. Then hang up or turn your phone off. Once they realise they can't get you rattled, callers usually get bored and stop bothering you
- Always tell someone else: a teacher or parent
- Be careful to whom you give personal information such as your phone number
If you have a mobile phone, make sure you set it to lock down after 20 seconds of not being used – then others cannot use your phone to send messages.
- **Emails**
- Never reply to unpleasant or unwanted emails. The sender wants a response, so don't give them that satisfaction
- Keep the emails as evidence. Tell an adult about them and report them to the police if they don't stop
- Ask an adult to contact the sender's Internet Service Provider (ISP)

- Never reply to someone you don't know, even if there's an option to 'unsubscribe'. Replying simply confirms your email address as a real one.

Web bullying

- If the bullying is on a website tell a teacher and a parent, just as you would if the bullying were face-to-face – even if you don't actually know the bully's identity. Serious bullying should be reported to the police - for example any threats. Your parent or teacher will help you do this.

Chat rooms and instant messaging

- Never give out your name, address, phone number, school name or password online
- It's a good idea to use a nickname
- Don't give out photos of yourself and don't accept emails or open files from people you don't know. Remember it might not be people your own age in a chat room
- Stick to public areas in chat rooms and get out if you feel uncomfortable
- Tell your parents or a teacher if you feel uncomfortable or worried about anything that happens in a chat room. Think carefully about what you write, don't leave yourself open to bullying
- Don't ever give out passwords to your mobile or email account.

Three steps to stay out of harm's way:

1. Respect other people - online and off. Don't spread rumours about people or share their secrets, including their phone numbers and passwords
2. If someone insults you online or by phone, stay calm – and ignore them
3. 'Act in a way you would expect others to act to you.' Think how you would feel if you were bullied. You're responsible for your own behaviour – make sure you don't distress other people or cause them to be bullied by someone else.

Useful Websites:

<https://www.childline.org.uk/info-advice/bullying-abuse-safety/types-bullying/onlinebullying/>

<http://www.bullying.co.uk/cyberbullying/>

<https://www.internetmatters.org/issues/cyberbullying/>

<https://www.nspcc.org.uk/preventing-abuse/child-abuse-and-neglect/bullyingandcyberbullying/>

<https://www.kidscape.org.uk/advice/cyber-bullying/>