

## ANTI-BULLYING POLICY

<b>Written:</b>	March 2017
<b>Reviewed by:</b>	JM - June 2018
<b>Approved by:</b>	BM, MW, SV, MS, EC
<b>Applicable to:</b>	Whole school
<b>For review:</b>	June 2019

### Introduction

At Slindon College, our community is based upon respect, good manners and fair play. We are committed to providing a safe and caring environment that is free from disruption, violence and any form of harassment so that every one of our pupil/students can develop his full potential. We expect our pupils/students to treat members of staff with courtesy and co-operation so that they can learn in a relaxed, but orderly, atmosphere. All pupils/students should care for and support each other.

Bullying of any kind is unacceptable at Slindon College. If bullying does occur, anyone should be able to tell and know that incidents will be dealt with promptly and effectively. Slindon College is a telling school - anyone who knows that bullying is happening is expected to inform staff. Staff are supported through appropriate training and boys are aware of the reporting procedures in place to create an environment of zero tolerance towards bullying behaviour, while emphasising and rewarding good behaviour through feedback in assemblies etc.

This policy has been developed in accordance with the principles established by the Department for Education in the 'Preventing and tackling bullying – advice for headmasters, staff and governing bodies' July 2017 and the Education Act 2011. This policy is available to parents of pupil/students and prospective pupil/students on our school website and in hard copy on request and acceptance of this policy forms part of our standard terms and conditions.

### Scope of the Policy

If bullying occurs in College day school, within the boarding house and on College trips etc, the policy will be applied. If bullying takes place out of College, but there is a connection e.g. both are pupils at the College, the College will, if it is within their power, take action. If bullying takes place out of College and there is no connection with the College we will endeavour to offer appropriate support and guidance.

### What is Bullying?

Bullying is the use of any action that is repeated over time, purposefully and has the intention of hurting another person, and which results in distress, injury and/or pain to the victim. It can involve manipulating a third party to tease or torment someone, or actions that fall short of direct participation, where someone encourages others to bully, or joins in with laughing at the

victim. Bullying is often hidden and subtle. It can also be overt and intimidatory. It is not bullying when there is no intention to hurt or harm, for example when the behaviour is thoughtless or accidental.

Bullying can be:

- Physical pushing, kicking, hitting, punching or any use of violence
- Verbal name-calling, sarcasm, spreading rumours, teasing
- Emotional excluding, tormenting (i.e. hiding books, threatening gestures, spreading malicious rumours), being deliberately unfriendly
- Racist racial taunts, graffiti, gestures
- Religious verbal, exclusion, graffiti
- Cultural verbal, exclusion, graffiti
- Sexual/sexist unwanted physical contact or abusive comments
- Gender verbal, physical, exclusion, graffiti
- Homophobic verbal, physical, exclusion, graffiti
- Cyber sending unpleasant messages including text messages or photographs / images via telephone & mobile telephone, computer, social websites and chat rooms, email, photographs, e photos & SMS / text messages
- SEN and disability verbal, physical, exclusion, graffiti

The three main types are physical, verbal and indirect. Name calling is the most common direct form. Pupils may be called names because of their ethnic origin, nationality or colour, sexual orientation, body shape or some form of disability; though this is not an exhaustive list.

Bullying can happen anywhere and at any time. It can cause serious and lasting psychological damage and even suicide. Harassment and threatening behaviour are criminal offences. We always treat bullying very seriously, recognizing that boys, staff, parents, visitors or other members of our wider community could all be affected or involved. Bullying conflicts sharply with the College's policy on equal opportunities and the college's ethos.

## **Signs and Symptoms of Bullying**

A child may indicate, by signs or behaviour, that they are being bullied. Adults should be aware that the following are possible signs and that they should investigate if a boy:

- is frightened of walking to or from College;
- is unwilling to go to College;
- fails to produce work, or producing unusually bad work, or work that appears to have been copied, interfered with or spoilt by others;
- becomes withdrawn or unusually quiet, excessively anxious, starts stammering;
- changes established habits (e.g. giving up hobbies or interests, change to accent);
- shows signs of psychological damage and diminished levels of self-confidence;
- makes frequent visits to matron with symptoms such as stomach pains, headaches;
- has unexplained cuts and bruises;
- has frequent absence, erratic attendance, late arrival to class;
- chooses the company of adults;
- displays repressed body language and poor eye contact;
- regularly has books or clothing destroyed;
- becomes distressed, stops eating;
- cries easily;
- becomes disruptive or aggressive;
- has possessions go “missing”;
- has money continually “lost”;
- starts stealing money (to pay bully);
- is frightened to say what is wrong;
- talks of or attempts suicide or runs away;
- has nightmares or difficulty in sleeping;

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.

## **PROCEDURES FOR RESPONDING TO, REPORTING AND RECORDING BULLYING**

### **Staff:**

- The member of staff to whom it was reported, or who suspects it, or who first discovers the situation, will control the situation, reassure and support the pupils/students involved. Our main priority is the welfare of children.
- Staff must report all incidents of bullying, reported bullying / suspected bullying immediately to the relevant Head of school or the Assistant Head teacher (the Slindon College Pastoral team – SCPT). If reported verbally, this is to be confirmed in writing on a report form/by email.

- A member of SCPT will deal with the matter (using the flow chart – Appendix 1) and will ensure that the form tutor and member of staff reporting the incident are kept informed as appropriate.
- The boys (victim, perpetrator and any witnesses) will be given the necessary support as appropriate.
- Follow-up checks will be made regularly by SCPT with all concerned to ensure that the bullying has ceased, liaising with the form tutor and class teacher as appropriate.
- Cases are only closed when all parties concerned are satisfied that the bullying has ceased.
- All referrals, records and notes will be kept and tracked by the Heads of school.
- Parents will be notified and appropriate support offered.
- Members of SCPT are available to support and advise staff on matters regarding behavior and anti-bullying.
- Upon induction, all new members of staff are given guidance on the school's anti-bullying policy and on how to react to and record allegations of bullying at Slindon College. All school staff understand the principles of the school policy, their legal responsibilities, actions to be taken to resolve and prevent problems and sources of further support.

## **Pupils/students:**

- Pupils/students will be made aware of the College's Anti-Bullying Policy through assemblies, form time and PSHE.
- A reminder of the importance of reporting incidents/concerns will be placed in all classrooms together with a list of people pupils can raise their concerns with: their form tutor, Assistant Head teacher, Heads of school, teaching staff, learning support staff, matron or any other member of the College staff.
- Pupils/students can raise their concerns using the suggestion box situated on the first floor, next to the IT room.
- Boys with difficulty understanding social behaviour or communication difficulties will be offered additional support by SENCo, if necessary.

- All pupils/students have access to a telephone helpline, enabling them to call for support in private. This helpline is called Independent Listeners helpline, and the telephone numbers are available on notices in the boarding house and around the school.
- All new pupils/students (including boarders and our youngest pupil/students) are briefed thoroughly on the school's expected standards of behaviour. They are told what to do if they encounter bullying and advise that those who report bullying in good faith will not be penalised and will be supported.

## **Parents:**

- Parents are encouraged to contact the school immediately if they have any concerns of bullying or bullying behaviour.

## **SUPPORTIVE MEASURES FOR PUPILS, PARENTS AND STAFF**

- In order to support pupils/students, we have a number of strategies available. These can include SEAL support, social stories, group discussions, one-to-one discussions and therapy support via SENCO. The appropriate support will be offered dependent upon the individual circumstances.
- The PSHE programme includes strategies to recognise bullying behaviour, to promote individual resilience and understanding and basic steps to support others.
- Parents and boys may have meetings with the Assistant Head teacher/ Heads of school / form tutor / SENCO or another nominated member of staff. This may be to discuss understanding, to raise awareness or to support with a specific anti-bullying issue.
- The College will offer support to parents of any child who is experiencing difficulties with bullied – actual or perceived and or using bullying behaviour.
- We raise staff awareness through INSET as part of safeguarding training, identifying groups of students who may be the subject of bullying.
- Every effort will be made with all boys involved to move on from the incident and to address the behaviour in a manner that is both acceptable to the injured party and within the scope of the behaviour policy.

## **PREVENTATIVE MEASURES**

As an anti-bullying College, we view any action taken by one or more pupils/students against another, which makes them feel powerless, afraid or victimised, to be unacceptable. To enable all boys to feel valued and self-confident, we believe that anti-bullying strategies must be of the highest priority throughout the College. To this end the College has joined the Anti-Bullying

Alliance (a national organisation administered by the National Children's Bureau). Slindon College is proud to be a core member of this organisation.

The College seeks to prevent bullying behaviour through the following:

- Constant vigilance by staff who are always on duty at times when boys are not in class, for example at the start of the day as they arrive, at break times, lunch times and at the end of the day. Duty staff patrol throughout the whole College site, and particularly areas that boys tend to congregate and the more remote areas away from the main building to reduce the risk of bullying occurring. They are trained to be alert to inappropriate language or behaviour. PE staff are particularly vigilant in and around changing rooms at all times.
- SENCo keeps staff fully aware of boys who may have difficulties in understanding or interpreting social interactions or those who have some form of communication difficulty. Such pupils/students can be offered additional support from a range of SEN interventions.
- Awareness created through the delivery of assemblies, form activities, PSHE, Anti-Bullying posters and cross-curricular activities such as in English, RE, Drama, etc.
- The appointment of prefects to ensure that boys have an older student they can talk to.
- Making sure pupils/students are clear about the part they can play to prevent bullying, including when they find themselves as bystanders (making it clear that they can use the channels provided even if they are not the victim, reinforcing in assemblies etc).
- Use of feedback from pupil/students questionnaires, boarding meetings and student council to improve awareness and review current practice.
- Regular meetings with Heads of school, form tutors or Assistant Head for boys.

## **Cyber Bullying**

Cyberbullying can be defined as "the use of information and communication technologies to support deliberate, repeated, and hostile behaviour by an individual or group that is intended to harm others"(Belsey, <http://www.cyberbullying.org/>). It is an aggressive, intentional act carried out repeatedly over time, often against a victim who cannot easily defend himself/ herself.

Cyber-bullying could involve communications by various electronic media, including for example:

- Texts, instant messages or calls on mobile phones;
- The use of mobile phone camera images to cause distress, fear or humiliation;

- Posting threatening, abusive, offensive or humiliating material or comments on websites (including blogs, personal websites and social networking sites such as Facebook, Instagram, Twitter or YouTube);
- Using e-mail to message others in a threatening or abusive manner; or
- Hijacking/ cloning e-mail accounts.

## **Cyber Bullying – Preventative Measures**

The College:

- expects all pupils and students to adhere to its students use of internet policy. Certain sites are blocked by our filtering system and the Network Manager monitors pupils/students' use;
- may impose sanctions for the misuse, or attempted misuse of the internet;
- offers guidance on the safe use of social networking sites and cyber bullying in PSHE and IT lessons;
- offers guidance on keeping names, addresses, passwords, mobile phone numbers and other personal details safe;
- offers guidance to staff, parents and boys on which sites can offer advice on internet safety etc: [www.saferinternet.org.uk](http://www.saferinternet.org.uk) and [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)
- states that the use of electronic devices such as mobile phones, iPads are not permitted in classrooms, public areas of the College, or where they may cause annoyance to others unless authorization has been gained for a legitimate educational use. Where such devices are being used staff must be vigilant of boys' behaviour, especially if the device has internet access or any recording facilities.
- states that the recording or taking of images of boys or staff is not permitted and the we will delete inappropriate images (or files) on electronic devices, including mobile phones and the device will be removed from the boy and returned to the parent or guardian.
- the Access and Site Security policy advises visitors that they are not permitted to record or take images of boys or staff. A copy of this policy is available on the school website and a hard copy is available on request.
- Staff are advised that the schools Code of Conduct and Safeguarding Policy has guidance on the use of mobile devices at school, the use of social media and the taking and storing of images. A copy of the Code of Conduct is available on the staff portal and a hard copy is available on request.

## **PEER ON PEER ABUSE**

Peer on peer abuse, is abuse by one or more pupils/students against another pupil/student. It can manifest itself in many ways and can include sexting, sexual assault, gender-based issues and harmful sexual behaviours including sexual violence and sexual harassment. Peer on peer abuse will be treated as a child protection concern, where there is reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm. If this threshold is met it will warrant a referral to the DSL and be dealt with under our Safeguarding policy, rather than this policy. A copy of the Safeguarding policy is available on the Slindon College website. A hard copy is also available on request.

## **SANCTIONS AND THRESHOLD FOR REPORTING TO EXTERNAL AGENCIES**

Sanctions will be in line with the College's Behaviour policy a copy of which is available on the Slindon College website. A hard copy is also available on request. Strong sanctions, such as exclusion, may be appropriate in cases of severe and / or persistent bullying.

The following are examples of sanctions the College may use, it is not an exhaustive list:

- Verbal reprimand;
- Loss of break time;
- After-school detentions;
- Meetings with parents;
- Regular and reflection update meetings with those engaged in any form of bullying type behaviour.
- Exclusion: internal ("internal suspension"), fixed term ("suspension") or permanent ("expulsion").
- In cases of cyber-bullying the removal of IT access (other than for lessons) and the banning of own mobile devices such as phones, smart watches or computers/tablets.

## **RECORDING**

All incident reports, notes and observations should be recorded and kept on file by the Heads of school. Incidents are logged and tracked and are discussed at SCPT and Senior Leadership Team (SLT) meetings to look for patterns, feedback on the process and strategy planning.

## **THRESHOLD FOR REPORTING TO EXTERNAL AGENCIES**

In very serious or/and persistent cases of bullying in any form, where there is reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm, the Headmaster and/or DSL will make a report to the police or to the social services, as detailed in our Safeguarding Policy. A

copy of the Safeguarding policy is available on the Slindon College website. A hard copy is also available on request.

## **PROCEDURE FOR DEALING WITH COMPLAINTS**

If parents have any concerns about the way the College is dealing with, or has dealt with, an issue of bullying, they should make their concerns known using the Complaints Procedure, a copy of which is available on the Slindon College website. A hard copy is also available on request. Parents should be aware that they have the right to refer a complaint directly to ISI, if they are unhappy with the way in which their complaint has been handled. Contact details for ISI are included within our Complaints Policy.

<b>Monitoring by:</b>	Heads of School Head Teacher Deputy Head Teacher Assistant Head Teacher SENCO
<b>Evidenced by:</b>	Scrutiny of appropriate files Speaking to Pupil/students Behaviour Tracking Communication with parents Reports

**Policies are subject to continuous monitoring, refinement and audit by SLT. The Chairman of Governors undertakes an annual review of policies and of the efficiency with which the related duties have been discharged by the date stated or earlier if changes in legislation, regulatory requirements or best practice guidelines so require.**

**This policy has been reviewed by SLT to ensure it does not undermine British values of democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs and that it actively educates against any material or behaviours that could promote radicalisation or extremism.**

Appendix 1



