



Arun Court Setting – Anti-Bullying And Anti-Racism Policy 2018

ANTI-BULLYING POLICY

Read this policy in conjunction with the behaviour policy, safeguarding policies, promotion of British Values statement, Policy for the promotion of spiritual, moral, cultural and social development, therapy policy, E-safety policy and curriculum policies

Statement of Intent

At Arun Court School we are committed to providing a warm, caring and safe environment for all our children so that they can learn and play in a relaxed and secure environment. Bullying of any kind is unacceptable and will not be tolerated in our school. We take all incidents of bullying seriously. Bullying hurts. No-one deserves to be a victim of bullying. Everybody has the right to be treated with respect and pupils who are bullying others need to learn different ways of behaving.

When bullying does occur, everyone should be able to tell and know that incidents will be dealt with promptly and effectively in accordance with our anti-bullying policy.

Aims and Objectives of this Policy

The aim of this policy is to try and prevent and deal with any behaviour deemed as bullying. The implementation of this policy will create an ethos where bullying is regarded as unacceptable so that a safe and secure environment is created for everyone to learn and work in. All members of the school have a responsibility to recognise bullying when it occurs and take appropriate action in accordance with the school policy.

This will happen in the following ways:

- All members of EMAT, teaching and non-teaching staff, pupils and parents/guardians will have an understanding of what bullying is.
- All members of EMAT, teaching and non-teaching staff will know what the school policy is on bullying and will consistently and swiftly follow it when bullying is reported.

- All pupils and parents/guardians will know what the school policy is on bullying, who to go to and what they can do if bullying occurs.
- Pupils and parents/guardians will be assured that they will be supported when bullying is reported.
- Whole school initiatives, teaching and discussion will be used throughout the school to reduce the opportunities for bullying to occur. Pupils will know what different forms bullying can take.
- A positive, caring ethos exists within the school environment where everyone can work, play and express themselves, free from the fear of being bullied.

What Is Bullying?

Bullying can be a repeated act of intimidation and can occur in many different forms:

- Emotional - being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures), ridicule, humiliation
- Verbal - name-calling, sarcasm, spreading rumours, threats, teasing, making rude remarks, making fun of someone
- Physical - pushing, kicking, hitting, pinching, throwing stones, biting, spitting, punching or any other forms of violence, taking or hiding someone's things
- Racist - racial taunts, graffiti, gestures, making fun of culture and religion, written graffiti on walls or books, distributing racist literature or the wearing of badges or insignia belonging to extreme political organisations known to be racially motivated
- Any unfavourable or negative comments, gestures or actions made to someone relating to their disability or special educational needs.

Bullying is not:

It is important to understand that bullying is not the odd occasion of falling out with friends. It is bullying if it is done several times on purpose. Children sometimes fall out or say things because they are upset. When occasional problems of this kind arise it is not classed as bullying. It is an important part of children's development to learn how to deal with friendship breakdowns, the odd name calling or childish prank. We all have to learn how to deal with these situations and develop social skills to repair relationships.

Where does bullying happen?

It can happen anywhere – in the classroom, in the corridor, in the toilets, outside. Bullying may also happen on the way to and from school. It may happen outside of school. Bullying can also be online or via mobile devices.

Signs and Symptoms

A child may indicate, by different signs or behaviour, that he or she is being bullied.

Adults should be aware of these possible signs and investigate further if a child:

- is frightened of walking to or from school
- doesn't want to go on the school bus/in the taxi
- begs to be driven to school
- changes their usual routine/route to school
- becomes withdrawn, anxious or lacking in confidence
- starts stammering
- feels ill in the morning
- begins to under perform in school work
- comes home with clothes torn or books damaged
- has possessions go "missing"
- asks for money or starts stealing money (to pay the bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- becomes aggressive, disruptive or unreasonable
- starts swearing or using aggressive language for no apparent reason
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be taken seriously and investigated as soon as possible.

What can you do if you are being bullied?

Where ever you are in school, you have the right to feel safe. Nobody has the right to make you feel unhappy. If someone is bullying you, it is important to remember that it is not your fault and there are people who can help you. We are lucky at Arun Court because we have so many staff to students, so incidents of bullying can be quickly dealt with. We want Arun Court to be a place were our students feel safe, as we know that many of you have been victims of bullying in the past.

What can you do if you see someone else being bullied? (The role of the bystander)

Ignoring bullying is cowardly and unfair to the victim. Staying silent means the bully has won and gives them more power. There are ways you can help without putting yourself in danger such as by notifying a member of staff. You can do this without needing to identify yourself by using a classroom worry monster.

Procedures for reporting and responding to bullying incidents

All staff will respond calmly and consistently to all allegations and incidents of bullying at Arun Court School. They will be taken seriously by all staff and dealt with impartially and promptly. All those involved will have the opportunity to be heard. Staff will protect and support all children involved whilst allegations and incidents are investigated and resolved.

The following step-by-step procedure will be used for reporting and responding to bullying allegations or incidents:

1. Report all bullying allegations and incidents to staff.
2. Staff will make sure the victim(s) is and feels safe.
3. Appropriate advice will be given to help the victim(s).
4. Staff will listen and speak to all children involved about the incident separately.
5. The problem will be identified and possible solutions suggested.
6. Staff will attempt to adopt a problem solving approach which will move children on from them having to justify their behaviour.
7. Appropriate action will be taken quickly to end the bullying behaviour or threats of bullying.
8. Staff will reinforce to the bully that their behaviour is unacceptable.
9. The person (s) displaying bullying behaviour may be asked to genuinely apologise.
10. If possible, the pupils will be reconciled.

11. An attempt will be made, and support given, to help the perpetrators understand and change his/her/their behaviour.

12. In all cases parents will be informed and will be invited to come into school for a meeting to discuss the problem.

14. After the incident has been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

15. **Bullying incidents are recorded** using and are reported annually to EMAT and to the LEA in an alternative provider report. Reports are made available to Ofsted.

16. **Incidents of homophobic and racist bullying are recorded separately using the agreed Surrey template**, and are also reported annually to EMAT and to the LEA. Reports are made available to Ofsted.

17. Bullying incidents will be discussed regularly at staff meetings.

18. We provide an annual data report to parents, including the number of bullying, racist and homophobic incidents

Strategies for the prevention and reduction of bullying

Whole school initiatives and proactive teaching strategies will be used throughout the school to develop a positive learning environment with the aim of reducing the opportunities for bullying to occur. These can include:

- Awareness raising through regular anti-bullying assemblies
- PSHE scheme of work
- Discussion time on bullying issues
- Using drama activities and role-plays to help children be more assertive and teach them strategies to help them deal with bullying situations
- Participate in anti-bullying week activities
- Organising regular anti-bullying training for all staff

Useful websites:

Websites Act Against Bullying 0845 230 2560 www.actagainstbullying.com

Advisory Centre for Education (ACE) 0207 704 3370 www.ace-ed.org.uk

Anti-Bullying Alliance (ABA) 0207 843 1901 www.anti-bullyingalliance.org.uk

Anti-bullying Network 0131 651 6103 www.antibullying.net

Beatbullying 0845 338 5060 www.beatbullying.org.uk

Bully Free Zone 01204 454 958 www.bullyfreezone.co.uk

Bullying Online 020 7378 1446 www.bullying.co.uk

Childline 0800 1111(helpline for children) www.childline.org.uk

Kidscape 020 7730 3300 www.kidscape.org.uk

NSPCC 0207 825 2500 www.nspcc.org.uk

Parentline Plus 0808 800 2222 www.parentlineplus.org.uk

The Children's Legal Centre 0800 783 2187 www.childrenslegalcentre.com

Record of an incident of Bullying

Reported by: **Role:**

Date(s) of incident(s): **Time(s) of incident(s):**

Locations(s) of incident(s):

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Details of people involved

(Please include names, genders, ages, ethnic origin, and children in care or children with special needs and each child's role - ringleader, outsider, reinforcer, assistant, defender, victim - and level of involvement.)

1 = very involved 2 = involved 3 = slightly involved 4 = only indirectly involved

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Bullying incident related to: tick all that apply

- | | |
|--|---|
| <input type="checkbox"/> Race | <input type="checkbox"/> Appearance or health condition |
| <input type="checkbox"/> SEN or disabilities | <input type="checkbox"/> Sexual orientation |
| <input type="checkbox"/> Gender | <input type="checkbox"/> Religion or culture |
| <input type="checkbox"/> Age | <input type="checkbox"/> Other (define) |

Forms of bullying used: circle all that apply

- | | |
|--------------------------|---|
| Physical aggression | Damaging or taking personal possessions |
| Deliberately excluding | Verbal threats |
| Name calling and teasing | Spreading rumours |
| Cyber bullying | Extortion |
| Other (define) | |

Frequency and duration of bullying behaviour (circle):

- | | |
|----------------------|---------------------------------|
| Once or twice | Persisting over two months |
| Several times a week | Persisting for more than a year |

Other notes on incident: including relevant previous behaviour

Checklist: Tick as appropriate

- | | |
|---|--|
| Does incident involve same person? | Has a follow up date been set? |
| Have parents/carers been notified? | Has action been agreed with victim? |
| Had individual discussions with all? | Has action been agreed with perpetrator? |
| Had group discussion with all involved? | Are notes and comments attached? |

Other actions:

- | | |
|-----------------------------|--------------------------------------|
| medical treatment required? | referral to other agencies? |
| police involvement? | specific report from staff attached? |
| report to governors? | other? |

Details of actions agreed with everyone involved - including parents and carers where appropriate:

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Follow up review dates and interventions:

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Completed by:

Role: Date:

Checked by:

Role: Date:

Outcome of follow up and further actions taken:

Has the bullying stopped? yes no

Describe any other outcomes, who was involved and when they occurred:

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This Bullying Incident Report Form has been developed by the Secondary Behaviour and Attendance Forum – many thanks for their help with our new policy