

Wellington School



Honesty

Community

Excellence

Fairness

Endeavour

Anti-Bullying Policy

Updated: September 2021

Review Date: September 2022



Wellington School



<i>Policy Title</i>	<i>Anti Bullying Policy</i>
----------------------------	------------------------------------

Summary of Contents

The Policy outlines procedures for dealing with reported incidents of bullying.

<i>Date of Update</i>	September 2021
<i>Review Date</i>	September 2022
<i>Status</i>	Statutory
<i>Member of SLT Responsible</i>	E Copeland

Amendments	By Whom	Date
<ul style="list-style-type: none">Pages 13-15 - Appendix 4 title includes 'Advice for Parents'	E Copeland	14/07/21

Contents

	Page No.
1. Objectives of this Policy	4
2. Our school community	4
3. Definition of bullying	4
4. Forms of bullying covered by this Policy	4
5. Preventing, identifying and responding to bullying	5
6. Involvement of pupils	5
7. Liaison with parents and carers	6
8. Links with other school policies and practices	6
9. Links to legislation	6
10. Responsibilities	6
11. Monitoring and review, policy into practice	7
12. Additional content	7
Appendix	
1. Establishing the Nature of the Problem	9
2. Anti Bullying Policy (extracts from Student Planner)	10
3. Supporting Organisations and Guidance	12
4. Advice for Parents	13

Anti-Bullying Policy

Bullying is not tolerated at Wellington School and all instances of reported bullying will be thoroughly investigated, recorded, witness statements taken and referred to the appropriate Director of Year / Pastoral Manager.

The policy which appears in all Student Planners gives:

- Advice to students who are being bullied
- Advises students what to do if they witness somebody being bullied.
- Advises parents on the signs of bullying.

This policy is re-enforced by tutors and in School Assemblies and during Anti Bullying week.

This policy is based on DfE guidance "*Preventing and Tackling Bullying. Advice for headteachers, staff and governing bodies*", July 2017 and it is recommended that schools read this guidance: <https://www.gov.uk/government/publications/preventing-and-tackling-bullying>.

1) Objectives of this Policy

This policy outlines what Wellington School will do to prevent and tackle bullying. The policy has been drawn up through the involvement of the whole school community and we are committed to developing an anti-bullying culture whereby no bullying, including between adults or adults and children and young people will be tolerated.

2) Our school community:

- Discusses, monitors and reviews our anti-bullying policy and practice on a regular basis.
- Supports all staff to promote positive relationships to prevent bullying and will intervene by identifying and tackling bullying behaviour appropriately and promptly.
- Ensures that pupils are aware that all bullying concerns will be dealt with sensitively and effectively; that pupils feel safe to learn; and that pupils abide by the anti-bullying policy.
- Reports back to parents/carers regarding their concerns on bullying and deals promptly with complaints. Parents/ carers in turn work with the school to uphold the anti-bullying policy.
- Seeks to learn from good anti-bullying practice elsewhere and utilises support from the Local Authority and other relevant organisations when appropriate.

3) 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". (DfE "Preventing and Tackling Bullying", July 2017)

Bullying can include: name calling, taunting, mocking, making offensive comments; kicking; hitting; taking belongings; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours. This includes the same inappropriate and harmful behaviours expressed via digital devices (cyber bullying) such as the sending of inappropriate messages by phone, text, Instant Messenger, through websites and social media sites and apps, and sending offensive or degrading images by mobile phone or via the internet.

4) 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 SEND (Special Educational Needs or Disability).
- Bullying related to appearance or physical/mental health conditions.
- Bullying related to sexual orientation (homophobic bullying).
- Bullying of young carers, children in care or otherwise related to home circumstances.
- Sexist, sexual and transphobic bullying.
- Bullying via technology – "cyber bullying"

5) Preventing, identifying and responding to bullying

The school community will:

- Create and support an inclusive environment which promotes a culture of mutual respect, consideration and care for others which will be upheld by all.
- Follow the enable project embedding lessons into the PSHE curriculum and establishing and training a group of Anti-Bullying ambassadors in Year 7 to 13. (approx. 250)
- Work with staff and outside agencies to identify all forms of prejudice-driven bullying.
- Actively provide systematic opportunities to develop pupils' social and emotional skills, including their resilience.
- Provide a range of approaches for pupils, staff and parents/carers to access support and report concerns.
- Challenge practice which does not uphold the values of tolerance, non-discrimination and respect towards others.
- Consider all opportunities for addressing bullying in all forms throughout the curriculum and supported with a range of approaches such as through displays, assemblies, peer support and the school/student council.
- Regularly update and evaluate our approaches to take into account the developments of technology and provide up-to-date advice and education to all members of the community regarding positive online behaviour.
- Train all staff including teaching staff, support staff (including administration staff, lunchtime support staff and site support staff) and pastoral staff to identify all forms of bullying, follow the school policy and procedures (including recording and reporting incidents).
- Proactively gather and record concerns and intelligence about bullying incidents and issues so as to effectively develop strategies to prevent bullying from occurring.
- Actively create "safe spaces" for vulnerable children and young people.
- Use a variety of techniques to resolve the issues between those who bully and those who have been bullied.
- Work with other agencies and the wider school community to prevent and tackle concerns.
- Celebrate success and achievements to promote and build a positive school ethos.
- Carrying out restorative justice where appropriate.

6) Involvement of pupils

We will:

- Regularly canvas children and young people's views on the extent and nature of bullying.
- Ensure that all pupils know how to express worries and anxieties about bullying.
- Ensure that all pupils are aware of the range of sanctions which may be applied against those engaging in bullying.
- Involve pupils in anti-bullying campaigns in schools and embedded messages in the wider school curriculum.
- Publicise the details of help lines and websites.
- Offer support to pupils who have been bullied and to those who are bullying in order to address the problems they have.
- Provide Anti-Bullying training twice in an academic year.

7) Liaison with parents and carers

We will:

- Make sure that key information (including policies and named points of contact) about bullying is available to parents/carers in a variety of formats.
- Ensure that all parents/carers know who to contact if they are worried about bullying.
- Ensure all parents/carers know about our complaints procedure and how to use it effectively.
- Ensure all parents/carers know where to access independent advice about bullying.
- Work with all parents/carers and the local community to address issues beyond the school gates that give rise to bullying.
- Ensure that parents work with the school to role model positive behaviour for pupils, both on and offline.

8) Links with other school policies and practices

This Policy links with a number of other school policies, practices and action plans including:

- Behaviour Policy
- Complaints Policy
- Safeguarding Policy
- e-Safety (Online Safety)
- Relationships and Sex Education Policy
- Mobile phone and social media policies
- Searching and confiscation
- Mental Health Policy

9) Links to legislation

There are a number of pieces of legislation which set out measures and actions for schools in response to bullying as well as criminal law. These may include:

- The Education and Inspection Act 2006, 2011
- The Equality Act 2010
- The Children Act 1989, 2004
- Protection from Harassment Act 1997
- The Malicious Communications Act 1988
- Public Order Act 1986
- The Computer Misuse Act 1990
- Keeping Children Safe in Education 2020

10) Responsibilities

It is the responsibility of:

- School Governors to take a lead role in monitoring and reviewing this policy.
- Governors, the Headteacher, Senior Managers, Teaching and Non-Teaching staff to be aware of this policy and implement it accordingly.
- The Headteacher to communicate the policy to the school community and to ensure that disciplinary measures are applied fairly, consistently and reasonably.
- Staff to support and uphold the policy
- Parents/carers to support their children and work in partnership with the school
- Pupils to abide by the policy.

The named Governor with lead responsibility for this policy is: Alison Christopher
The named member of staff with lead responsibility for this policy is: E Copeland

11) Monitoring & review, policy into practice

This policy was approved by the Governing Body.

This policy will be monitored and reviewed in September 2021.

The Designated Safeguarding Lead (DSL) will report on a regular basis to the named Governor on incidents of bullying and outcomes. The school will ensure that they regularly monitor and evaluate mechanisms to ensure that the policy is being consistently applied. Any issues identified will be incorporated into the school's action planning.

12) Additional Content

Dealing with Incidents

The following steps may be taken when dealing with incidents:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached
- A clear and precise account of the incident will be recorded on Edukey and referred to the Pastoral Manager (PM) and (DSL)
- The PM will interview all concerned and will record the incident
- Teachers/Form Tutors will be kept informed
- When responding to cyber bullying concerns the school will take all available steps to identify the bully, including looking at the school systems, identifying and interviewing possible witnesses, and contacting the service provider and the police, if necessary. The police will need to be involved to enable the service provider to look into the data of another user.
- Where the bullying takes place outside of the school site then the school will ensure that the concern is investigated and that appropriate action is taken in accordance with the school's behaviour and discipline policy.
- Parents/carers will be kept informed
- Sanctions will be used as appropriate and in consultation with all parties concerned
- If necessary and appropriate, the Police or other local services will be consulted
- Where appropriate the Police Liaison Officer will attend school and speak to students

Supporting Pupils

Pupils who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with their teacher or a member of staff of their choice
- Being advised to keep a record of the bullying as evidence and discuss how respond to concerns and build resilience as appropriate.
- Reassuring the pupil and providing continuous support
- Restoring self-esteem and confidence
- Offering restorative conversation in a safe space
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance
- Wellbeing Ambassadors through drop in classrooms, Ourspace or the appointment scheme

Pupils who have bullied will be helped by:

- Discussing what happened and establishing the concern and the need to change
- Informing parents/carers to help change the attitude and behaviour of the child

- Providing appropriate education and support
- If online, requesting content be removed and reporting account/content to service provider
- Sanctioning in line with school behaviour/discipline policy. This may include official warnings, detentions, removal or privileges, fixed-term and permanent exclusions.
- Speaking with police or local services

Supporting Adults

Adults (staff and parents) who have been bullied or affected will be supported by:

- Offering an immediate opportunity to discuss the concern with the designed lead and/or a senior member of staff/Headteacher
- Being advised to keep a record of the bullying as evidence and discuss how respond to concerns and build resilience as appropriate.
- Where the bullying takes place outside of the school site then the school will ensure that the concern is investigated and that appropriate action is taken in accordance with the school's behaviour and discipline policy
- Reassuring and offering appropriate support
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance

Adults (staff and parents) who have bullied will be helped by:

- Discussing what happened with a senior member of staff and establishing the concern
- Clarifying the school's official procedures for complaints or concerns
- If online, requesting content be removed and reporting account/content to service provider
- Instigating disciplinary, civil or legal action

Appendix 1

Establishing the nature of the problem before an incident is logged.

Bullying is a term which is freely used by both students and parents. If a complaint is received, it is up to the Director / Pastoral Manager to establish the nature of the problem. One off disagreements are not recorded on this log but on referral forms.

In establishing the nature of the complaint, Director / Pastoral Manager assume a problem solving approach. This will establish whether the complaint can be defined as bullying.

Prompts for Interviewing Students.

Who is involved? Take each name individually and ask:

- What have they done?
- Where did this take place?
- When did it happen?
- Who saw this happen?
- How often has this happened?
- Why do you think they did this?

There are many definitions of bullying at Wellington. A working definition is:

- Deliberately hurtful behaviour
- Repeated over a period of time
- Difficult for victims to defend themselves.

It can be:

- Physical
- Verbal
- Damage to Property
- Indirect – e.g. excluding a student from a social group
- On-line

If the Director of Year / Pastoral Manager is clear that there is a case of bullying, it is logged on Edukey.

Appendix 2

ANTI-BULLYING POLICY STUDENTS – THIS IS WHAT YOU CAN DO

WHAT CAN YOU DO IF YOU ARE BEING BULLIED?

Remember that your silence is the bully's biggest weapon!

- a. Tell yourself that you do not deserve to be bullied, and that it is wrong.
- b. Be proud of who you are. It is good to be an individual.
- c. Try not to show you are upset.
It is hard, but a bully thrives on someone's fear.
- d. Stay with a group of friends/people.
There is safety in numbers.
- e. Be assertive – shout 'NO!' Walk confidently away.
Go straight to a teacher or parent/guardian first.
- f. Fighting back may make things worse. If you decide to fight back, talk to a teacher or parent/guardian first.
- g. Generally, it is best to tell an adult you trust straight away.
You will get immediate support.
- h. Speak to an Anti-bullying Ambassador if you do not wish to speak to an adult.
- i. Post your worry in a confidence box outside any Pastoral Manager's Office.

PROCEDURE

If you know someone is being bullied

- a. TAKE ACTION! Watching and doing nothing looks as if you are on the side of the bully. It makes the victim feel more unhappy and on their own. – Be an upstander NOT a bystander
- b. If you feel you cannot get involved, tell an adult IMMEDIATELY. Teachers have ways of dealing with the bully without getting into trouble.
- c. Do not be, or pretend to be, friends with a bully.
- d. If you cannot tell an adult, tell an Anti-Bullying Ambassador

ANTI-BULLYING POLICY PARENTS – THIS IS WHAT YOU CAN DO

AS A PARENT

- a. Look for unusual behaviour in your children. For example they may suddenly not wish to attend school, feel ill regularly, or not complete work to their normal standard.
- b. Always take an active role in your child's education. Enquire how their day has gone, who they have spent their time with, how lunchtime was spent etc.
- c. If you feel your child may be a victim of bullying behaviour inform the school IMMEDIATELY. Your complaint will be taken seriously and appropriate action will follow.
- d. It is important that you advise your child not to fight back. It can make matters worse!
- e. Tell your own son or daughter there is nothing wrong with him or her. It is not his or her fault that they are being bullied.
- f. Make sure your child is fully aware of the school policy concerning bullying, and that they will not be afraid to ask for help.

REMEMBER

If you suspect a problem we want to know immediately.

Bullying is not acceptable – we want everyone at Wellington to feel safe and secure. No one should be bullied in any way. Verbal abuse is bullying. Physical attack is bullying. Any form of intimidation is bullying. Help us stop bullying.

This policy should be read in conjunction with Safeguarding Policy

Appendix 3

Supporting Organisations and Guidance

- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Childline: www.childline.org.uk
- DfE: "Preventing and Tackling Bullying. Advice for headteachers, staff and governing bodies", and "Supporting children and young people who are bullied: advice for schools" March 2014: <https://www.gov.uk/government/publications/preventing-and-tackling-bullying>
- DfE: "No health without mental health": <https://www.gov.uk/government/publications/no-health-without-mental-health-a-cross-government-outcomes-strategy>
- Family Lives: www.familylives.org.uk
- Kidscape: www.kidscape.org.uk
- MindEd: www.minded.org.uk
- NSPCC: www.nspcc.org.uk
- Restorative Justice Council: www.restorativejustice.org.uk
- The Diana Award: www.diana-award.org.uk
- Victim Support: www.victimsupport.org.uk
- Young Minds: www.youngminds.org.uk
- Young Carers: www.youngcarers.net

Cyber Bullying

- Childnet International: www.childnet.com
- Digizen: www.digizen.org
- Internet Watch Foundation: www.iwf.org.uk
- Think U Know: www.thinkuknow.co.uk
- UK Safer Internet Centre: www.saferinternet.org.uk
- CEOP: <https://www.ceop.police.uk/safety-centre/>

LGBT

- EACH: www.eachaction.org.uk
- Stonewall: www.stonewall.org.uk
- The Proud Trust: <https://www.theproudtrust.org/>

SEND

- *Changing Faces*: www.changingfaces.org.uk
- *Mencap*: www.mencap.org.uk
- DfE: *SEND code of practice*: <https://www.gov.uk/government/publications/send-code-of-practice-0-to-25>

Racism and Hate

- Anne Frank Trust: www.annefrank.org.uk
- Kick it Out: www.kickitout.org
- Report it: www.report-it.org.uk
- Stop Hate: www.stophateuk.org
- Show Racism the Red Card: <https://www.theredcard.org/>

Appendix 4 Advice for Parents



**Don't face
it alone**

#SpeakOutAboutBullying

Advice for Parents and Carers

See it. Report it. Show support.

Thousands of young people experience bullying behaviour every day. They often don't speak out about it because they are scared of what might happen or they are unsure about who to tell or how to report it online. We want to change this by showing young people that they deserve to be heard and that help and support are available.

Experiencing bullying behaviour can make young people feel small, lonely and like they have no voice. They may think that even if they did manage to say something, no one would believe them.

If you know or suspect that your child is experiencing bullying behaviour, it can be a very upsetting and emotional time. You may also feel unsure about what to do to support them and how to access help.

The signs of bullying behaviour aren't always obvious. If you're ever unsure, speak up to remind your child that they aren't alone and that you're there to support them.

No-one should face bullying alone.

Understanding Bullying

"Eventually I came out of it the other side without vulnerability or fear of going through it again, because I got help when I spoke up"

Student Anti-Bullying Ambassador

"Bullying behaviour is repeated, negative behaviour that is intended to make others feel upset, uncomfortable or unsafe. This can happen both online and offline."

"We had an open and honest discussion. I wanted my daughter to know that I was there for her."

Parent

Experiencing bullying behaviour is an unpleasant part of too many children's lives, with around a quarter of pupils experiencing some bullying behaviour during their primary school years and one in six 10-15 years olds reporting having experienced it, according to a study by the Department for Education. Online bullying is a serious issue, with one out of five children aged

10-15 years in England and Wales experiencing at least one type of online bullying behaviour according to the Office for National Statistics.

Bullying behaviour can be physical, verbal or indirect. Indirect bullying behaviour can involve the spreading of rumours, deliberately excluding someone or online bullying.

**Don't face
it alone**

#SpeakOutAboutBullying

See it. Report it. Show support.

Bullying behaviour can have long term effects on young people, including:

- Mental health problems like depression and anxiety
- Trouble forming friendships
- Lack of acceptance by peers
- Becoming suspicious of other people
- Poorer school performance

(source: NSPCC)

How can you tell if your child is experiencing bullying behaviour?

A young person might be hesitant to tell you about bullying behaviour for a variety of reasons: they may feel embarrassed, upset or angry. They may worry that, by speaking out, they will make the situation worse, so it's important to remind them that you are there for them and will listen to their concerns. Here are some signs to look out for:

- Unwillingness to go to school, perhaps saying they're unwell
- Coming home with damaged or missing belongings
- Seeming anxious or depressed
- Appearing more withdrawn or shy, including self-isolating or withdrawal from activities they previously enjoyed
- Worsening performance or behaviour at school
- Having unexplained cuts or bruises
- Change in friendships
- Hiding their phone, tablet or other devices or checking them more often than usual



SUPPORT NETWORKS

Support networks can be very powerful. Help young people to identify someone they can turn to if they have a problem, worry or concern.

How to support a young person

It can be very upsetting to hear that a young person is experiencing bullying behaviour. Try to remain calm; they may be worried what you will do or say and they don't want you to become angry or upset. It's important to listen, support and ask them how you can help, so that you can work out what to do together.

Listen

Letting a child feel heard is key. The most important thing you can do is listen. Practice 'active listening' where you summarise back what your child has said. So, for example, "so they took your books and threw them all over the floor? And you cried because you felt sad? I can understand why you'd be upset." Try not to respond with advice telling them to not "tell tales", or "be strong, ignore it" and try not to confiscate a device or restrict access if they report online bullying behaviour, these are things young people have said are not helpful and can make the young person feel unsupported or punished for speaking out.

Thank them and work with them

A young person needs to know that they have done the right thing by talking to you about this. They might be worried that by telling you, the problem will get worse. Try not to take over their problem, worry

or concern by taking action without them. Instead work with them to show them you are listening and to help them think about solving and making the situation better together. This will stop some worries in their head about not knowing the next steps. Keep communicating, checking in and updating them on any agreed actions/next steps.

Thank them for being open about it and let them know you'll do your best to help sort things out.

Make a record

Make notes with your child about what has been going on and when. Take screenshots of any online bullying behaviour if possible and encourage your child to report it and block. Finding out about the tools available on the specific platform may help the young person to mute, block, restrict and report the person.

Don't face it alone

#SpeakOutAboutBullying

See it. Report it. Show support.

Take photos of any physical injuries or damage to property.

Keeping a diary of any future incidents will also be useful when addressing the bullying behaviour with the young person's school.

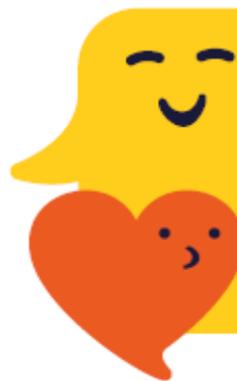
Approaching a Young Person's school

Encourage your child to speak with a teacher or member of staff at school. You could also arrange to go with them to speak with the Headteacher and/or Pastoral Lead.

If you feel you need to speak to the school directly, these are our top tips:

- Schools should have an Anti-Bullying policy so check this out first. It will usually be found on the school's website or student planner and normally outlines the procedure for reporting and dealing with all types of bullying incidents in and outside of school.
- Ask to speak to someone and stress your concern. Don't let your own experience of school get in the way of your child's experience. Be aware that schools are busy places, and it may not be possible to speak or see a member of staff straight away.
- Try not to take your child out of school or keep them off if there is no immediate danger. This can often make it harder to get them back to school and doesn't give the school the chance to sort out the problem.
- Avoid talking to the parents/carers of the person exhibiting bullying behaviour. While you may be tempted to, this isn't always the most helpful plan of action and could make the situation worse.
- If a crime has been committed, report it to the police. If your child is ever in immediate danger, call 999 and see your GP, mental health services and tell the school if you're worried about a young person's wellbeing and mental health.

Schools can, and should, deal with incidents between pupils online or outside of school

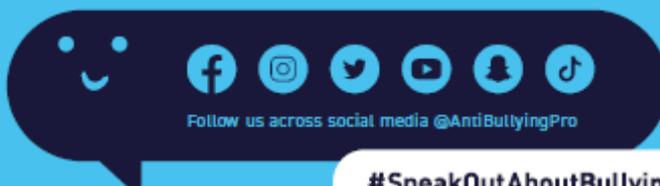


The Department for Education states:

'If an incident of bullying outside the school premises or online is reported to the school, it is important that it is investigated, and appropriate action is taken. This will send a strong signal to pupils that bullying will not be tolerated and perpetrators will be held to account.'

For more help and resources visit

DontFaceItAlone.com



Follow us across social media @AntiBullyingPro

#SpeakOutAboutBullying



For support, young people can **Text SHOUT to 85258** or contact Childline on **0800 111 childline.org.uk**

Brand and Creative Partner: jrglobal.com

The Diana Award is a registered charity (1117288 / SC041916) and a company limited by guarantee, registered in England and Wales number 5739137. Don't Face It Alone 2021.