



Billing Brook School Anti-Bullying Policy

Original Policy Developed: June 2010

Discussed at Teaching & Learning – June 2010

1st Review: June 2012

2nd Review: During 2013 – 2014 Academic Year Linked to Whole School Development

3rd Review: May 2016 – Cyber Bullying Selection Included

4th Review: November 2017

Next Review: November 2019 (During Anti-bullying Week)

BILLING BROOK SCHOOL

ANTI-BULLING POLICY

Background

Billing Brook School (BBS) Anti-Bullying Policy outlines what the school will do to prevent and tackle bullying. The policy has been drawn up through the involvement of the whole school community.

Billing Brook is committed to providing a caring, friendly and safe environment for all our staff and students, so they can learn in a relaxed and secure atmosphere so that students can maximise their learning. Bullying of any kind is unacceptable in our school. This policy is written with the whole school community in mind and covers staff, students, parents and other staff. Members of the school workforce suffering from bullying or concerned about bullying are to be advised that they can contact their trade union or professional association for support and advice.

All staff have a responsibility of monitoring any incidents of bullying and ensuring that the anti-bullying policy is implemented.

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 results in pain and distress to the victim.

Bullying can be:

- Emotional being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures) name calling, taunting, mocking, making offensive comments, taking belongings, producing offensive graffiti; gossiping, spreading hurtful and untruthful rumours.
- Physical pushing, kicking, hitting, punching or any use of violence
- Racist racial taunts, graffiti, gestures
- Sexual unwanted physical contact or sexually abusive comments
- Sexist negative comments regarding a person's sex.
- Homophobic because of, or focussing on the issue of sexuality
- Verbal name-calling, sarcasm, spreading rumours, teasing
- Religious related to religious beliefs and practices
- Cultural related to cultural beliefs and practices
- Cyber All areas of internet, such as email & internet chat room misuse
Mobile threats by text messaging & calls
Misuse of associated technology , i.e. camera & video facilities sending offensive or degrading images by phone or via the internet; *(See appendix 1 for more details)*
- Due to Special Educational Needs or Disability (SEND)
- Related to appearance of health conditions
- Related to home circumstances

Why is it Important to respond to bullying?

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Pupils who are bullying need to learn different ways of behaving.

BBS has a responsibility to respond promptly and effectively to issues of bullying. BBS is actively involved in the anti-bullying quality mark accreditation.

Objectives of this Policy

Purposes

- All governors, senior leaders, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is.
- To discuss, monitor and review our anti-bullying policy on a regular basis.
- To support staff to promote positive relationships and identify and tackle bullying appropriately.
- To ensure that information about bullying will be presented in a form that makes it possible for all to access e.g. symbols to support those with an ASD or those who have specific learning needs.
- To ensure that students are aware that all bullying concerns will be dealt with sensitively and effectively; that students feel safe to learn; and that students follow by the anti-bullying policy.
- To report back to parents/carers regarding their concerns on bullying and deal promptly with complaints. Parents/ carers in turn work with the school to uphold the anti-bullying policy.
- To seek to learn from good anti-bullying practice elsewhere and utilises support from the Local Authority and other relevant organisations when appropriate.
- To ensure that members of the school workforce suffering from bullying or concerned about bullying are to be advised that they can contact their trade union or professional association for support and advice.

Strategies for preventing, identifying and responding to bullying

We will:

- Work with staff and outside agencies to identify all forms of prejudice-driven bullying.
- Actively provide systematic opportunities to develop students' social and emotional skills, including their resilience. Our PSHEC; SEAL, circle time and form tutor time and assembly themes will provide most of these opportunities. Other opportunities will be developed through the pastoral support system.
- Monitor and look out for any signs of bullying by observing possible changes in behaviour, such as becoming nervous, feigning illness or clinging to adults.
- Monitor work patterns, absence, truancy and lack of concentration as further possible signs of bullying.
- Consider all opportunities for addressing bullying including through the curriculum, through displays, through peer support, National Healthy schools programme and through the School Council.
- Train all staff including lunchtime staff to identify bullying and follow school policy and procedures on bullying.
- Actively create "safe areas" for vulnerable children and young people.
- Regularly remind all students that if they see bullying or are being bullied that they need to seek help from a safe and responsible adult
- Provide a secure warm environment for discussion.

Signs and Symptoms

A child/young person may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- is frightened of walking to or from other parts of the school
- doesn't want to go on transport
- changes his/her usual routine
- is unwilling to go to specific areas of the school
- begins to not attend teaching sessions
- runs away
- says he/she is feeling unwell e.g. stomach aches
- becomes withdrawn, anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in academic work
- has possessions which are damaged or "go missing"
- asks for money or starts stealing money (to pay bully)
- has monies continually "lost"
- has unexplained cuts or bruises
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous & jumpy when a cyber message is received
- more clingy to family and friends

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

Involvement of students

We will:

- Regularly canvas children and young people's views on the extent and nature of bullying.
- Ensure students know how to express worries and anxieties about bullying. Students who find communication difficult can be supported with appropriate AAC access.
- Ensure all students are aware of the range of sanctions which may be applied against those engaging in bullying.
- Involve students in anti-bullying campaigns in schools.
- Publicise the details of help lines and websites.
- Offer support to students who have been bullied.
- Work with students who have been bullying in order to address the problems they have.
- Actively encourage bystanders to tell an adult and/ or get help if they observe bullying and to give sympathy to the person being bullied.

Liaison with parents and carers

We will:

- Ensure that parents / carers know whom to contact if they are worried about bullying.
- Ensure parents know about our complaints procedure and how to use it effectively.
- Ensure parents / carers know where to access independent advice about bullying.
- Work with parents and the local community to address issues beyond the school gates that give rise to bullying.
- Inform parents of the school website, where the policy and procedure are available.

Guidelines

Reporting, Recording and Monitoring

We will:

- Provide confidential and varied routes to staff and students to report bullying. This may include “Worry” boxes which would be emptied regularly and acted upon, drop-in sessions provided by health services, and an open door policy to meet a member of the Senior Leadership Team (SLT).
- Provide fair and effective investigation.
- Obtain empathetic support from the participants including the bully
- Make sure that staff don’t apportion blame to the bully in discussion
- Make sure that nobody thinks that being a bully works by giving the attention they seek for their negative actions
- Make sure that staff use every opportunity to praise everyone involved when positive circumstances occur
- Information will be shared with staff at debriefing meetings and actions agreed to be followed up
- Parents will be informed – by telephone; meeting in person or a home visit
- Punitive measures will be used as appropriate and in consultation with all parties concerned
- Ensure that all staff agree the approach which will be reflected in the student’s anti bullying plan
- Encourage parents to talk to class staff or head of department about any bullying concerns they have
- Offer lunchtime activities to reduce numbers on the playground and to engage students in positive behaviour
- Follow up systems to ensure that agreements are sustained.
- Record a clear account of the incident which is logged.
- All concerned in the incident will be interviewed by a member of the SLT.
- Parents will be kept informed
- Information about these incidents will be stored electronically on Behaviour Watch, giving us the ability to analyse the data over time and react to trends/patterns.
- Records of disciplinary steps will be kept and these may include:
 - Official formal warnings and the student where appropriate being placed on the school report system.
 - Detention (during breaks or after school).
 - Exclusion from certain areas of the school
 - Minor fixed term internal or external exclusion
 - Major internal or external exclusion
 - Permanent exclusion
- Students will not be excluded from the school for being bullied, even if the school believes that they are doing so for the student’s benefit.
- The sanctions that are given will take into consideration the frequency, severity and nature of the bullying and the individual’s SEN needs and disability as to what is seen appropriate as a sanction. All good and appropriate behaviour will be celebrated formally in assemblies and in class.

- Any incidents that involve racial issues will be reported to the LA and all parents of those involved will be notified
- All bullying incidents will be recorded by pastoral staff and will be monitored to identify patterns of bullying behaviour

Students who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with class staff, pastoral staff or member of staff of their choice
- Reassuring the student
- Offering continuous support
- Restoring self-esteem and confidence
- Some students (with parent consent) may be offered the opportunity for school based intervention sessions on a 1:1 or small group basis.

Students who have bullied will be supported by:

- discussing what happened
- discovering why the student became involved
- establishing the wrong doing and need to change
- informing parents or guardians to help change the attitude of the student

It is the responsibility of:

- School Governors to take a lead role in monitoring and reviewing this policy.
- Governors, the Head teacher, Senior Managers, Teaching and Non Teaching staff to be aware of this policy and implement it accordingly.
- The Head teacher to communicate the policy to the school community.
- Students to abide by the policy.

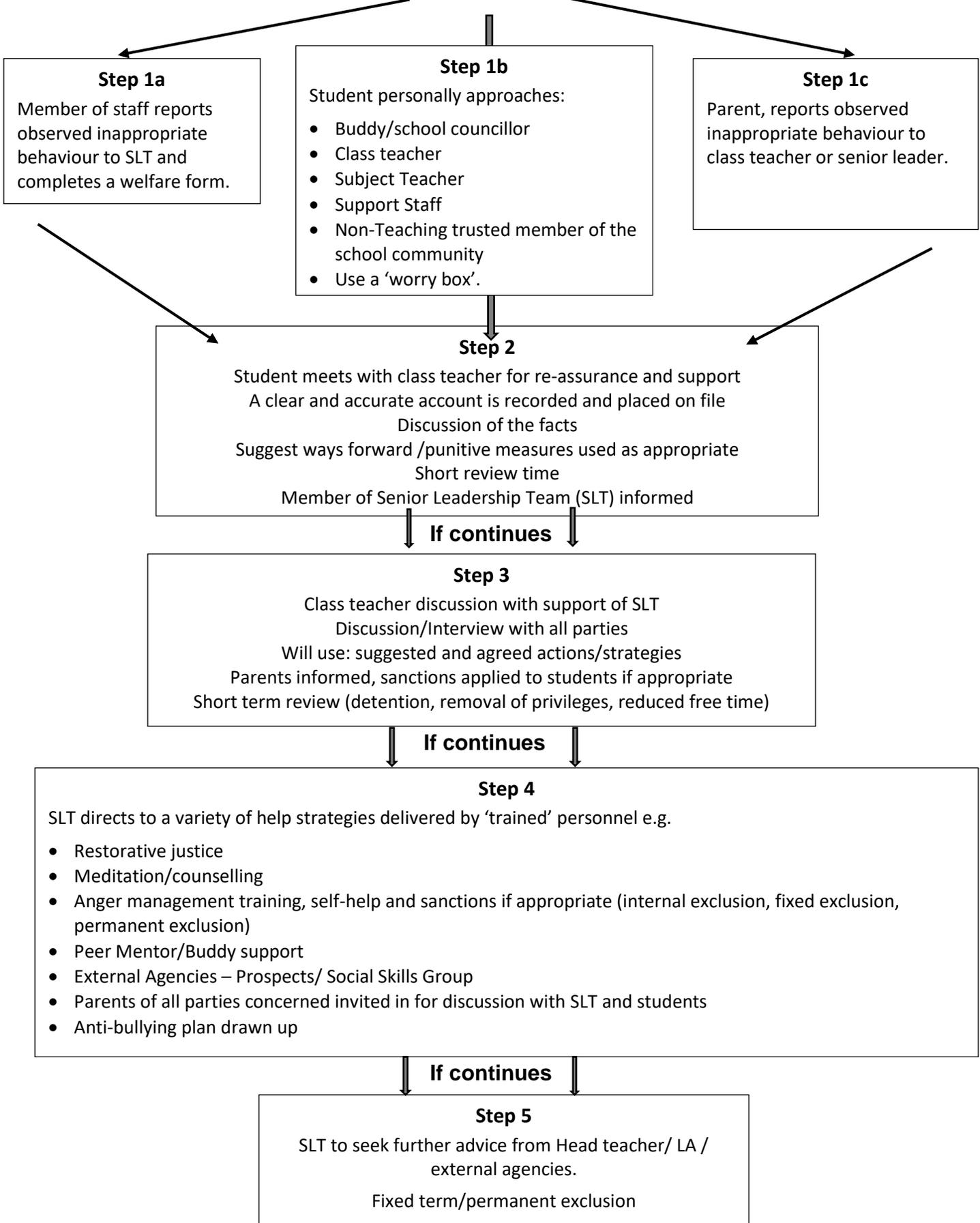
Prevention

Measures that will be taken to prevent bullying within the school include:

- writing a set of class rules
- signing a behaviour contract (if appropriate)
- participating in activities during anti-bullying week
- involving pupils in drawing up the anti-bullying charter for BBS
- writing stories or poems or drawing pictures about bullying
- reading stories about bullying
- making up role-plays
- having discussions about bullying and why it matters in PSHE sessions
- involving staff in anti-bullying training activities

Procedures for Reporting Bullying Pathways of Support

Child is bullied



BILLING BROOK SCHOOL

CYBERBULLYING POLICY

Rationale

Young people have fully embraced the use of information and communication technologies to maintain contact with friends and make new ones. They send e-mails, create their own websites, post intimate personal news in blogs (online interactive diaries), send text messages and images via cell phones, message each other through IMs (instant messages), chat in chat rooms, post to discussion boards and seek out new friends in teen community sites. While most interactions are positive, there are increasing reports of these technologies being used to harass and intimidate others. This has become known as cyber bullying.

Definition

- **Cyber bullying** is when someone is tormented, threatened, harassed, humiliated, embarrassed, or otherwise targeted by another child, pre-teen or teen using the Internet, interactive and digital technologies or mobile phones. It has to be a minor on both sides, or at least have been instigated by a minor against another minor.

- www.stopcyberbullying.org

Billing Brook School is committed to developing a safe environment where the students act respectfully and positively towards each other in acceptable and non-threatening ways.

Procedures

Staff at BBS have the responsibility to ensure that:

- all forms of cyber bullying are prohibited
- staff are aware of cyber bullying and are able to identify and look for signs of occurrence among the pupils
- pupils are aware of the consequences of cyber bullying
- a code of conduct is in use for technology, including computers and mobile phones, whilst on the school premises
- all cases of cyber bullying are reported to a member of the senior leadership team and responded to promptly
- there is supervision of technology that is effective for monitoring and deterring cyber bullying
- Staff adhere to the Acceptable use policy for schools-based employees adopted from Northampton county council.

Pupils at BBS have a responsibility to ensure that they:

- do not participate in cyber bullying
- do not use mobile phones, cameras or other digital devices to record audio and visual material that is not authorised
- do not breach the privacy of students, staff and members of the BBS community through any unauthorised recording or filming
- do not disseminate inappropriate information through digital media or other means
- report incidents of cyber bullying to a member of staff
- advise other pupils being victimised by cyber bullying to talk to an adult
- offer to speak to an adult on behalf of the student who is being victimised by cyber bullying

HELP ORGANISATIONS:

Advisory Centre for Education (ACE)	020 7354 8321
Children's Legal Centre	0845 345 4345
KIDSCAPE Parents Helpline (Mon-Fri, 10-4)	0845 1 205 204
Parentline Plus	0808 800 2222
Youth Access	020 8772 9900
Bullying Online	www.bullying.co.uk

Visit the Kidscape website www.kidscape.org.uk for further support, links and advice.

Conclusion

The Policy will only work if the whole of the school community works together to achieve the end aim, that Billing Brook is a safe community for all and bullying in any form will not be tolerated.

This policy will be reviewed annually with pupils and parents of the current cohort as part of anti-bullying week in November.

This policy is to be available to staff on their shared to which all staff have access and on the school website.