CROOKHORN COLLEGE
Anti-Bullying Policy

Date of Policy: **June 2014**
Review Date: **June 2018**

Definition of bullying

'A persistent, deliberate attempt to hurt or humiliate someone'
There are occasionally misunderstandings about the meaning of the term 'bullying'. Isolated incidents, whilst they may be very serious and must always be dealt with, do not fall within the generic definition of 'bullying'. There are various types of bullying, but most have three things in common:
It is deliberately hurtful behaviour.
It is repeated over time.
There is an imbalance of power between the bully and the victim.

Philosophy

We believe that everyone has a responsibility for safeguarding and promoting the well being of all students and that staff have a duty of care to ensure that the students are protected from harm. We aim to ensure that Crookhorn College is a place where students, staff, parents and other visitors are made to feel welcome and comfortable and where individuals are treated with respect in an atmosphere free from intimidation. All of our students have the right to protection from harm, neglect and abuse and their emotional well being is of paramount importance. Crookhorn strives to foster positive relationships between all members of its community in order that the students can thrive in a climate of trust, respect, confidence and safety.

The Four Cornerstones Code - **RESPECT**, **COMMITMENT, RESPONSIBILITY,** and **ACHIEVEMENT** is at the heart of our philosophy at Crookhorn and is the foundation of our ethos.

Principles

College staff and students:

- ➢ Will adopt a definition of bullying that is agreed in the college and accepted across the local community.
- ➢ Have a consistent approach to any bullying incidents that may occur in the college.
- ➢ Raise awareness of bullying and promote positive relationships based on mutual respect.
- ➢ Seek to involve all stakeholders in the implementation and monitoring of this policy.
- ➢ Promote positive action to prevent bullying through our PSHE programme and related activities.

- ➤ Provide support for all members of the college community that may be involved in dealing with an incident of bullying.
- ➤ Ensure appropriate training for both staff and students to support the implementation of the policy across the college.
- ➤ Ensure fair treatment for all, regardless of age, culture, disability, gender, religion or sexuality.
- ➤ Encourage understanding and tolerance of different social, religious and cultural backgrounds.

Types of Bullying

1. **Physical bullying** includes any physical contact that would hurt or injure a person like hitting, kicking, punching, etc. Taking something that belongs to someone else and destroying it would also be considered to be physical bullying.

2. **Verbal bullying** is name-calling, making offensive remarks, or joking about a person's religion, gender, ethnicity, socioeconomic status, or the way they look. Verbal aggression is when a bully teases or threatens someone. It can also include one person making verbal threats of violence or aggression against another person's personal property.

3. **Indirect bullying** includes spreading rumours or stories about someone, telling others about something that was told to you in private, and excluding others from groups.

4. **Social alienation** is when a person intentionally excludes someone from a group. It also includes spreading rumours, ridiculing someone by pointing out their differences.

5. **Intimidation** is when a person threatens someone else and frightens that person enough to make him or her do what they want them to do.

How do we know if a student is being bullied?

There is no definitive way of knowing if a student is being bullied unless they have made a disclosure. However, we will be vigilant:

- Students may have damaged or missing clothing
- They may be without money they should have
- They may appear with scratches or bruises
- College work appears to be suffering with no apparent explanation
- A student changes their routine, e.g. journey to college
- A student is reluctant to go to college or regularly complains of feeling unwell
- A student displays uncharacteristic bouts of anger or emotion

Roles and Responsibilities

- ➤ The Head Teacher has overall responsibility for the wellbeing of all students and staff at the college.
- ➤ A Deputy Head teacher has been designated to oversee the safeguarding and emotional health and well being of the students. Responsibilities include:

1. Liaising with the Head Teacher on all matters regarding the safeguarding of children.

2. Ensuring that all staff are aware of the contents of the 'Anti-Bullying Policy' and that training and support is provided.
3. Liaising with appropriate staff to ensure the implementation of whole school initiatives to highlight aspects of bullying, including Anti-Bullying Week.
4. To ensure the use of appropriate assemblies/Thought for the Day to highlight aspects of bullying, including Anti-Bullying Week.
5. To monitor and record all reports of incidents of bullying.
6. To ensure that nominated members of staff monitor students involved in bullying and to ensure that parents and carers are informed.
7. To liaise with the police as necessary.
8. To monitor the Student Guidelines for Network and Internet Use. Students who violate the rules included in these guidelines will be sanctioned.
9. Ensuring that staff are alert to any potential incident of bullying and that staff are confident about the procedure to follow if an incident occurs.
10. Minor incidents of disagreement and friendship fall outs will be addressed by tutors and heads of house.
11. Incidents that constitute bullying should be referred to the pastoral team or head of house who will then instigate a thorough investigation and clarify the facts, taking statements from the bully, the victim and witnesses.

Sanction and Support Procedure
See Appendix 1

1. The student who is alleged to be the bully will be placed in internal seclusion, during the college day until the investigation is complete.
2. Once the investigation has been carried out and the facts have been clarified, a member of staff will inform all parents and carers of the situation.
3. The incident will be recorded and a discussion will be had, with the designated Deputy Headteacher, reference the sanction, which may include:

o After School Learning Opportunity (ALO)
o Senior Management Team detention (SMT)
o Mediation or restorative approach
o Contract to be drawn up
o Referral for counselling
o Written or verbal apology
o Fixed term seclusion in the Student Inclusion Unit (SIU)
o Fixed term exclusion
o Permanent exclusion

Additional Measures and Support

- Zero tolerance to bullying posters are displayed at key places around the college.
- Confidentiality posters are also displayed in classrooms.
- Sanction procedures displayed around the college.
- The PHSE curriculum is reviewed at regular intervals.
- Anti- Bullying assemblies are held and revisited throughout the year.
- Students have the opportunity to speak to the Student Welfare Captains or to allocate peer mentors.

- Students can also be formally referred to the College Counsellor.
- Mediation and restorative work will also be carried out by the College Counsellor.
- Staff will receive regular training and be updated on guidelines on how to recognise and deal with bullying where necessary in the college.
- Students will be reminded of expectations via the Code of Conduct, the Cornerstones Code, assemblies and work in pastoral lessons.

Guidelines for Students

a) Remain calm, and remove yourself from the situation.

b) Inform someone of what is happening; adult in college, friend or family member. **"Do Not Suffer in Silence".** The college cannot take action on bullying if the incidents are not reported.

c) Keep talking until someone listens.

d) Be clear about what is happening; how often, where, actions you have taken already, witnesses who can support you.

e) Don't blame yourself.

f) Keep a record of incidents, times, dates etc

g) If cyber bullying is your concern: keep evidence.

   o Do not reply to messages sent to you.
   o Consider blocking the sender's E Mail address.
   o Change your own number and E Mail address.
   o Familiarise yourself with the privacy settings on social networks.
   o Restrict access to your profile.
   o Always check the safety tips on the site that you access.
   o Do not share your password.
   o Think about information that you are sharing with others, before you share it.

Guidelines for Parents

a) Be aware of the signs of bullying; families are often the first to detect signs.

b) Talk with your child about their concerns; encourage your child to talk to someone in the college.

c) Contact the college to discuss the problem and ensure that the college is kept informed of any home matter that may affect relationships in college.

d) Communication with the college is essential; remember working together is the most effective way to deal with bullying.

e) Be aware of your child's use of cyberspace and texts. Monitor access to computers and mobile phones within the home.

f) Encourage your child to take regular breaks from e-communications: to have periods when they are not contactable by phone, email or Facebook.

g) Read the college's Anti-Bullying policy and familiarise yourself with procedures.

Allegations against staff

➢ Crookhorn believes that all members of the college community are entitled to work freely without fear of bullying or intimidation. Inappropriate behaviour between students or staff will not be tolerated and any concerns or allegations of impropriety will be dealt with swiftly, fairly and sensitively in line with the Investigation Guidance Policy.

➢ Any staff disclosing information reference inappropriate behaviour by colleagues will be heard and supported by the Senior Management Team, in line with the 'Whistle Blowing Policy'.

Links with other policies

This policy has been developed and evaluated with a view to safeguarding and promoting the wellbeing of all our students and staff. It links with the following policies

Behaviour
Confidentiality
Physical Restraint
Equality
Race Equality
Gender Equality
Attendance and Punctuality
Safeguarding and Child Protection
Learning and Teachers
Spiritual, Moral, Social and Cultural
Student ICT Acceptable User
Staff ICT Acceptable User

Evaluation and Monitoring

This policy is a dynamic document and will be updated and reviewed regularly.