



Unity Education Trust

<b>POLICY</b>	<b>ANTI-BULLYING POLICY</b>
<b>STATUS/DATE OF THIS VERSION</b>	<b>Review by AJ Oct 2018</b>
<b>APPROVED BY</b>	<b>Trust Board 6 November 2018</b>
<b>RATIFIED BY</b>	Northgate SOC January 2019
<b>REVIEW</b>	January 2019

This policy applies to all the schools in Unity Education Trust (as listed below). Procedures for implementation vary between schools and these are attached for each school as Appendices. Any queries about this policy should be directed to the school concerned – normally to the Headteacher/Head of School:

- Beeston Primary
- Garvestone Primary
- Grove House Infant

- Kings Park Infant
- Northgate High School and Dereham Sixth Form College

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## **Statement of intent**

Unity Education Trust believes that all pupils are entitled to learn in a safe and supportive environment; this means being free from all forms of bullying behaviour. This policy outlines how instances of bullying are dealt with, including the procedures to prevent occurrences of bullying.

These strategies, such as learning about tolerance and difference as part of the school's curriculum, aim to promote an inclusive, tolerant and supportive ethos at our schools.

The Education and Inspections Act 2006 outlines a number of legal obligations regarding the school's response to bullying. Under section 89, schools must have measures in place to encourage good behaviour and prevent all forms of bullying amongst pupils. These measures are part of each school's Attitudes to Learning/ Behavioural Policy, which is communicated to all pupils, school staff and parents.

All staff, parents/carers and pupils work together to prevent and reduce any instances of bullying at the school. There is a zero tolerance policy for bullying at Unity Education Trust.

## 1. Legal framework

1.1. This policy has due regard to legislation, including, but not limited to, the following:

- Education and Inspections Act 2006
- Equality Act 2010
- Children Act 1989
- Protection from Harassment Act 1997
- Malicious Communications Act 1988
- Public Order Act 1986
- Communications Act 2003
- Human Rights Act 1998
- Crime and Disorder Act 1998
- Education Act 2011

2. This policy has been written in accordance with DfE advice, including, but not limited to:

- DfE 'Preventing and tackling bullying' (2017)

## 3. Definition

3.1. For the purpose of this policy, bullying is defined as persistent behaviour by an individual or group with the intention of verbally, physically, or emotionally harming another person or group.

3.2. Bullying is generally characterised by:

- Repetition: Incidents are not one-offs; they are frequent and happen over a period of time.
- Intent: The perpetrator(s) means to cause verbal, physical or emotional harm; it is not accidental.
- Targeting: Bullying is generally targeted at a specific individual or group.
- Power imbalance: Whether real or perceived, bullying is generally based on unequal power relations.

3.3. Vulnerable pupils are more likely to be the target of bullying due to the attitudes and behaviours some young people have towards those who are

different from themselves. Vulnerable pupils may include, but are not limited to:

- Pupils with special educational needs and disabilities.
- Pupils who are adopted.
- Pupils suffering from a health problem.
- Pupils with caring responsibilities.

## 4. Types of bullying

4.1. Many different kinds of behaviour can be considered bullying and can be related to almost anything. Teasing another pupil because of their appearance, religion, ethnicity, gender, sexual-orientation, home life, culture, disability, or special educational needs are some of the types of bullying that can occur.

4.2. Bullying is acted out through the following mediums:

- Verbally
- Physically
- Emotionally
- Online (Cyberbullying)

4.3. **Racist bullying:** Bullying another person based on their ethnic background, religion or skin colour. Racist bullying is a criminal offence under the Crime and Disorder Act 1998 and Public Order Act 1986.

4.4. **Homophobic bullying:** Bullying another person because of their actual or perceived sexual orientation.

4.5. **Transphobic bullying:** Bullying based on another person's gender 'variance' or for not conforming to dominant gender roles.

4.6. **Sexist bullying:** Bullying based on sexist attitudes expressed in a way to demean, intimidate or harm another person because of their sex or gender. Sexist bullying may sometimes be characterised by inappropriate sexual behaviours.

4.7. **Sexual bullying:** Bullying behaviour that has a physical, psychological, verbal or non-verbal sexual dimension/dynamic that subordinates, humiliates or intimidates another person. This is commonly underpinned by sexist attitudes or gender stereotypes.

4.8. **Cyberbullying:** Bullying behaviour based on the inappropriate use of social media, mobile phone and web technology which causes emotional, psychological and, potentially, physical harm to another person. Our policy is that whilst students may have mobile phones with them for contact before/after school that phones are switched off and not visible at any point

during the school day, in order to maintain the focus on learning and personal social interactions.

## 5. Statutory implications

- 5.1. Unity Education Trust and its schools understand that, under the Equality Act 2010, they have a responsibility to: eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the act; advance equality of opportunity between people who share a protected characteristic and people who do not share it; and foster good relations between people who share a protected characteristic and people who do not share it.
- 5.2. The Trust and its schools understand that, under the Human Rights Act (HRA) 1998, it could have charges brought against it if it allows the rights of children and young people at the school to be breached by failing to take bullying seriously.
- 5.3. The National Association of Head Teachers has guidelines that recommend headteachers must 'satisfy themselves' that their school's Anti-Bullying Policy complies with the HRA; the headteacher understands that they cannot do this without fully involving their teaching staff.
- 5.4. Although bullying itself is not a criminal offence, some types of harassment, threatening behaviour and/or communications may be considered criminal offences:
  - Under the Malicious Communications Act 1988, it is an offence for a person to electronically communicate with another person with the intent to cause distress or anxiety, or in a way which conveys a message which is indecent or grossly offensive, a threat, or contains information which is false and known or believed to be false by the sender.
  - The Protection from Harassment Act 1997 makes it an offence to knowingly pursue any course of conduct amounting to harassment.
  - Section 127 of the Communications Act 2003 makes it an offence to send, by means of a public electronic communications network, a message, or other matter, that is grossly offensive or of an indecent, obscene or menacing character. It is unlawful to disseminate defamatory information through any media, including internet sites.
  - Other forms of bullying which are illegal and should be reported to the police include: violence or assault, theft, repeated harassment or intimidation and hate crimes.

## 6. Prevention

- 6.1. The Trust clearly communicates a whole-school commitment to addressing bullying in the form of its written Statement of Intent (above)
- 6.2. All reported or witnessed instances of bullying in the school are investigated by a member of staff.
- 6.3. Staff encourage pupil co-operation and the development of interpersonal skills through the use of group work and pair work.
- 6.4. All types of bullying are discussed as part of the curriculum, and diversity, difference and respect for others is promoted and celebrated through various lessons.
- 6.5. Seating arrangements in class will be changed and organised in a way that prevents instances of bullying.
- 6.6. Potential victims of bullying are drawn into working groups with children who do not abuse or take advantage of them.
- 6.7. Opportunities to extend friendship groups and interactive skills are provided through participation in special events, for example, drama productions, sporting activities and cultural groups.
- 6.8. All members of the school community are made aware of the Trust's Anti-Bullying Policy.
- 6.9. All staff members receive training on identifying and dealing with the different types of bullying.
- 6.10. A safe, supervised place is available for pupils to go to at lunch if they are involved in conflict with their peers, or wish to avoid a bully.
- 6.11. Strategies will be developed to prevent bullying from happening, especially for vulnerable pupils as defined in 2.3 above, as set out in Appendix D.

## **7. Signs of bullying**

- 7.1. Some of the signs that a pupil may be a victim of bullying include, but are not limited to, the following:
  - Being frightened to travel to or from school
  - Asking to be driven to school
  - Unwillingness to attend school
  - Truancy
  - Becoming anxious or lacking confidence
  - Saying that they feel ill in the morning
  - Decreased involvement in school work

- Returning home with torn clothes or damaged possessions
- Missing possessions
- Missing dinner money
- Asking for extra money or stealing
- Cuts or bruises
- Lack of appetite
- Unwillingness to use the internet or mobile devices
- Becoming agitated when receiving calls or text messages
- Lack of eye contact
- Becoming short tempered
- Change in behaviour and attitude at home

7.2. Although the signs outlined above may not be due to bullying, they may be due to deeper social, emotional or mental health issues, so are still worth investigating.

7.3. Pupils who display a significant number of these signs are approached by a member of staff, in order to determine the underlying issues, whether they are due to bullying or other issues.

## **8. Staff principles**

- 8.1. Prevention is at the forefront of our Anti-bullying Policy.
- 8.2. Staff treat reports of bullying very seriously.
- 8.3. Staff do not ignore signs of suspected bullying.
- 8.4. Unpleasantness from one pupil towards another is always challenged and never ignored.
- 8.5. Staff take action immediately when they become aware of a bullying incident; this applies to all staff, not solely teaching staff.
- 8.6. Staff always respect pupils' privacy, and information about specific instances of bullying is not discussed with others, unless it is in a setting that the victim has given consent to. If the member of staff believes the pupil is in serious

danger, e.g. of being hurt, they will inform the designated safeguarding lead immediately.

- 8.7. Follow-up support is given to both the victim and bully in the months following any incidents, to ensure all bullying has stopped.

## **9. Cyber bullying**

- 9.1. Unity Education Trust views cyber bullying in the same light as any other form of bullying and schools will follow the sanctions set out Appendix C of this policy if they become aware of any incidents.
- 9.2. The school will support pupils who have been victims of cyber bullying by holding formal and informal discussions with the pupil about their feelings and whether the bullying has stopped, in accordance Appendix C of this policy.
- 9.3. In accordance with the Education Act 2011, the school has the right to examine and delete files from pupils' personal devices, e.g. mobiles phones, where there is good reason to do so. This power applies to all schools and there is no need to have parental consent to search through a young person's mobile phone.
- 9.4. If an electronic device is seized by a member of staff, and there is reasonable ground to suspect that it contains evidence in relation to an offence, the device must be given to the police as soon as it is reasonably practicable.
- 9.5. If a staff member finds material that they do not suspect contains evidence in relation to an offence, the headteacher/head of school will decide whether it is appropriate to delete or retain the material as evidence of a breach of the relevant policies.

## **10. Bullying outside of school**

- 10.1. Teachers have the power to discipline pupils for misbehaving outside of the school premises. This can relate to any bullying incidents occurring anywhere off the school premises, such as on school or public transport, outside the local shops, or in a town or village centre.
- 10.2. Where bullying outside school is reported to school staff, it is investigated and acted on. In all cases of misbehaviour or bullying, members of staff can only discipline the pupil on school premises, or elsewhere when the pupil is under the lawful control of the member of staff.
- 10.3. The headteacher has a specific statutory power to discipline pupils for poor behaviour outside of the school premises. Section 89(5) of the Education

and Inspections Act 2006 gives the headteacher the power to regulate pupils' conduct when they are not on school premises, and therefore, not under the lawful charge of a school staff member.

- 10.4. The headteacher/head of school is responsible for determining whether it is appropriate to notify the police or other appropriate persons of the action taken against a pupil.
- 10.5. If the misbehaviour could be of a criminal nature or poses a serious threat to a member of the public, the police are always informed.

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## **Appendix A – Northgate High School and Dereham Sixth Form College**

### **What should I do if I am being bullied or witness bullying?**

- If you are being bullied, TELL. Tell your friend, tell a member of staff, tell your parents.
- Try not to react. Try to ignore comments.
- Walk away if you feel in danger and avoid involving other pupils in incidents
- Remember it is the bully who has the problem. Not you.

### **If you witness bullying**

- Tell a member of staff

## Appendix B – Northgate High School

### What should I do if my child is being bullied?

- Encourage your child to talk about their school life.
- Listen to your child and take seriously any reports of bullying.
- Try to establish the facts.
- Contact the school to report any incidents of bullying, in particular your child's tutor, Head of Year, a Co-Director (Dereham Sixth Form) or our School Liaison Officer (Northgate High School)
- Work with the school to develop strategies to support your child.
- ***Keeping your child at home does not solve the problem.***
- If your child is responsible for bullying make it clear that such behaviour is unacceptable.

## Appendix C – Northgate High School and Dereham Sixth Form College

### What will the school do if a child is being bullied: roles, responsibilities and procedures.

- All staff have a duty to report any instances of bullying once they have been approached by a pupil for support. Staff should listen to the pupil, record what is said and offer them an immediate opportunity to meet with their Head of Year or a Senior Leader, or a member of staff of their choice.

- All members of staff ensure that they are alert to possible bullying situations, particularly exclusion from friendship groups, and that they inform the pupil's **form teacher** of such observations.
  
- Minor incidents will be investigated by the victim's **form teacher and Head of Year** who sets appropriate sanctions for the perpetrator, reassures and offers support for the victim, and **informs parents and Senior Leader link** of the incident and the outcome.
  
- In more serious cases the investigation will be undertaken by **a Senior Leader** adopting the following procedures:
  - The victim, alleged bully and witnesses are all interviewed separately
  - Members of staff ensure that there is no possibility of contact between the pupils being interviewed, including electronic communication
  - If a pupil is injured, members of staff take the pupil immediately to the school nurse for a medical opinion on the extent of their injuries
  - A room is used that allows for privacy during interviews
  - A witness is used for serious incidents
  - If appropriate, the alleged bully, the victim and witnesses, are asked to write down details of the incident; this may need prompting with questions from the member of staff to obtain the full picture
  - Premature assumptions are not made, as it is important not to be judgemental at this stage
  - Members of staff listen carefully to all accounts, being non-confrontational and not attaching blame until the investigation is complete
  - All concerned pupils are informed that they must not discuss the interview with other pupils
  
- If the school is satisfied that bullying did take place;
  - The bully will be helped to understand the consequences of their actions and warned that there must be no further incidents.
  - The bully will be informed of the type of sanction to be used in this instance and future sanctions if the bullying continues.
  - If possible, the investigating member of staff will attempt reconciliation and will obtain a genuine apology from the bully. This will either be in writing to the

victim (and/or witnesses if appropriate), or face-to-face, but only with the victim's full consent. Discretion is used here; victims will never feel pressured into a face-to-face meeting with the bully.

- Parents/carers are informed of bullying incidents and what action is being taken.
- Head of Year informally monitors the pupils involved over the next month
- If appropriate, follow-up correspondence is arranged with parents/carers one month after the incident and any further necessary action considered.
- The following support will be offered to the victim:
  - Form Tutor and Head of Year informally checks whether the bullying has stopped on a weekly basis for a **month** after the initial complaint of bullying.
  - If necessary, group dynamics are broken up by members of staff by assigning places in classes.
  - The victim is encouraged to tell a trusted adult in school if bullying is repeated.
  - The victim is encouraged to broaden their friendship groups by joining lunchtime or after-school club or activity.
  - If appropriate, follow-up correspondence is arranged with parents/carers one month after the incident and any further necessary action considered

## **Appendix D – Northgate High School**

### **Anti-Bullying Awareness**

Anti-bullying awareness is part of the Citizenship programme and our PART lesson programme . Our Anti-Bullying statement is reviewed by School Council representatives and is included in all Homework Diaries and Planners.

Assemblies focus on Anti-Bullying and we particularly recognise National Anti-Bullying Week in November each year. A number of musical artists have visited the school in recent years promoting an anti-bullying message including Antixx, Vanquish, JSol and Hussain, Sam Callaghan, The Tailormade, Denis Coleman and Asher (2018/19) promoting their music careers and presenting an antibullying message.

We welcome presentations from visiting providers, for example the Stage Performance of Chelsea's Choice – linked to online safety and pressure on-line. We have received presentations from One Punch Can Kill with Year 9 students taking part in a one hour presentation on personal safety told by the mother of a young serviceman killed by one punch. Posters from Anti-bullying week are present around school, and in 2018/19 included

students making pledges on a board in the canteen. Students from the Anti-Bullying Ambassador team led assemblies during the week utilising the National Anti-Bullying week film and theme.

We launched the Anti-Bullying Ambassador Team in 2014/15. Anti-Bullying Ambassadors have received training and will be listening and supporting students across year groups and are working alongside Student Support Workers at Student Services at lunchtimes.

The Year 7s also have Peer Mentors (with them since the Year 6 induction Days) who they can approach with any concerns.

