

SWINDON ACADEMY STAFF POLICIES

Anti-Bullying Policy (L16)

In seeking to achieve Swindon Academy principles, aims and objectives, it is the Academy's intention to foster and encourage the highest standards of behaviour as demonstrated by tolerance, courtesy, consideration and respect for others and the environment, honesty, truth, fair play and a belief in justice.

Swindon Academy defines bullying as *"any harm, intentional neglect or unwanted attention towards one person by another, whether physical or verbal. It is the wilful, conscious desire to hurt or threaten or frighten someone else"*.

Swindon Academy acknowledges the findings of the Elton Report on 'Discipline in Schools, 1989' which states that "a sense of community cannot be achieved if an school/academy does not take seriously bad behaviour which mainly affects students rather than teachers". The Academy also acknowledges that to be seen to act is as important as taking action and that silence and secrecy nurture bullying behaviour.

Swindon Academy recognises that bullying behaviour:

- Results in distress to the recipient
- May be persistent or intermittent
- May be physical, psychological or verbal

The Academy also recognises that people are bullies or are bullied for various reasons and that the causes of bullying should be identified and eliminated whenever possible, that bullying behaviour is always unacceptable and that it is not an option to be a bystander to bullying.

Swindon Academy believes in "breaking the silence", encouraging victims to report any incidents to a member of staff or prefect of their choice. The Academy also believes that a positive, pro-active approach is the most effective means of preventing bullying. It is this approach which encourages a climate where a young person being bullied is comfortable with any disclosure and where actions of bullying are seen by all members of the Academy community as unacceptable. This can be achieved by:

- Raising student awareness of bullying as an issue through curriculum approaches, e.g. PSHE, Drama, English, Humanities, Assemblies and the Academy Council.
- Promoting values and qualities of friendship, understanding, tolerance and sensitivity towards others through assemblies, PSE and all aspects of Academy life.
- Encouraging student involvement in the prevention of bullying through the Academy Council, curriculum content and a clear commitment to tackling bullying by the Academy.
- Raising self-esteem through celebrating successes and achievements and the development of personal and social skills

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- Effective management and supervision of students within lessons, taking into account appropriate teaching and learning styles, classroom management techniques, outside lessons, taking account of the physical environment, before/after Academy, break and lunchtime arrangements.
- Active involvement of parents, governors and outside agencies through open and easy access to Academy.

Cyber-Bullying

Swindon Academy does not tolerate bullying of any sort. Taking photographs or video without consent is prohibited as is publishing them on the internet.

Cyber-bullying may breach laws on harassment and menacing communications. Students who bully may be reported to the police. If students use cameras or mobile phones to bully, they will lose their right to bring them to school. [In appropriate cases, email accounts may also be blocked]

Working with other agencies to over come bullying

Where bullying involves a number of people (children and adults) the academy will look to be supported by other agencies to help to address these more complex cases.

It is the Academy's intention that all instances of bullying will be responded to by:

- Reporting to any member of staff or prefect who will report it to the relevant Form or class teacher or Pastoral Leader.
- Investigating quickly, with all parties being seen by a member of staff. Counselling and guidance will be given as appropriate.
- Conveying to the student's parents whose involvement will be actively sought in the resolution of problems
- Dealing with, by appropriate actions or sanctions, as necessary
- Monitoring by staff, students and parents to avoid recurrence.
- Where appropriate, Restorative Justice conference offered

The policy will be monitored through:

- The Pastoral Leaders, Academy Council, and SLT meetings.
- Feedback from students, parents, outside agencies, governors, teaching and support staff.

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Dealing with Bullying

Advice to staff:

DO

- Take any incident or reported bullying seriously
- Take action as soon as possible
- Think hard about whether your action needs to be private or public, who are the students involved?
- Reassure the victim(s). Don't make them feel inadequate or foolish.
- Offer concrete help, advice and support to the victim(s)
- Contact parents, if appropriate
- Make it plain to the bully that you disapprove of his/her actions
- Encourage the bully to see the victim's point of view
- Punish the bully as appropriate
- Explain clearly the punishment and why it is being given
- Inform the relevant form / class teacher / Pastoral Leader / SLT
- Inform colleagues if the incident arose out of a situation where everyone should be vigilant, e.g. unsupervised toilets
- Ensure you write an incident form and pass it on for action/filing
- Give feedback to the victim, telling him/her about the action you have taken. Let them feel involved and aware that action has been taken.

DON'T

- Ignore it and hope it will 'fizzle out'
- Be over-protective and refuse to allow the victim to help him/herself.
- Assume the bully is 'all bad', try to look objectively at the behaviour, with the bully, and discuss with the bully why he/she is acting in this way.
- Keep the incident a secret because you have dealt with it.
- Try to hide the incident from the parents of the victim or the bully.

Dealing With Bullying : Foundation and Development Phases

Unfortunately, in a school the size of Swindon Academy, there is a chance that a student may be bullied at some time. Students however should not have to put up with it

Below is some advice on what students should be told to do:

- *Tell* a teacher, prefect, parents or friends. It is not 'grassing', it is protecting themselves.
- Laugh at, or ignore comments or teasing.

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- Shout NO or GO AWAY and then walk away.
- Stays with others – bullies usually pick on students on their own.
- Students should walk away.
- Try to encourage the student not to think of themselves as a victim.
- Students should pretend to be confident in front of the bully, even if you're not
- Seek advice from their parents, the student will need their help and support at home.
- Ask the student to keep a diary of all the events, times, places and what is said/done.
- Tell the students not to suffer in silence. It protects the bully and makes them miserable. Make sure everything possible is done so that the bully does not get away with it.

Dealing With Bullying : Extension Phase

Bullying can be a problem in all years of Academy but in Years 9 to 13, it can be less obvious and more subtle.

Bullying isn't necessarily physical – it can also be verbal or psychological. Whatever form of bullying the student may be suffering, things can change, they don't have to put up with it. There are many different ways of tackling the problem, some of which they can do for themselves, but the academy is there to support them. However, we can only help if we know about the problem, so it is vital that students know they must **tell** someone as soon as possible.

Also, if another student witnesses any act of bullying, they should be told to offer support to the victim by reporting it.

Below are suggestions of ways of dealing with bullying.

- *Tell* a teacher, prefect, parents or friends.
- Tell students to laugh at, or ignore comments or teasing.
- Tell students to tell them to 'get lost'. They should shout NO or GO AWAY and then walk away.
- Students should stay with others – bullies usually pick on students on their own.
- Tell students not stop if they are confronted by the bully – the student should keep on walking. If possible, get statements/names from any witnesses.
- Encourage the student not to think like a victim, they don't deserve it.
- Tell the student to pretend to be confident when the bully is around, even if they are not
- Seek advice from their parents, they will need their help and support at home.
- Ask the student to keep a diary of all the events, times, places and what is said/done.
- Ensure that all students do not suffer in silence. Silence protects the bully and makes others miserable.

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Dealing With Bullying : Staff

Bullying can occur at any age, and at Swindon Academy, we believe that all staff and students should be free from any form of bullying.

- A member of staff who feels bullied should seek a senior member of staff, a line manager, or other member of SLT to discuss their concerns. Staff should feel free to bring a colleague with them to the discussion.
- A strategy plan to deal with the concerns will be agreed between the senior leader and member of staff.
- Should the issues not be resolved quickly, the issues will be raised with the Principal or Governors for implementation of staff discipline.