

**EMLC
Academy
Trust**

**Anti-Bullying
Policy
2016/17**

'Every child deserves to be the best they can be'

Scope: EMLC Academy Trust & Academies within the Trust	
Version:	Filename: EMLC AT Anti-Bullying Policy
Approval: This policy was ratified by the EMLC Academy Trust on 7 th June 2016	Next Review: 7 th June 2017 <i>This policy will be reviewed annually by the Strategic Board.</i>
Owner: EMLC AT Strategic Board	Union Status: Not Applicable

Policy type:	
Non-statutory	Replaces Academy's current policy

ANTI-BULLYING POLICY

1. Introduction

EMLC Academy Trust is completely opposed to bullying and will not tolerate it. It is entirely contrary to the values and principles we work and live by. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated in any of our academies.

2. Purpose

The aim of the anti-bullying policy is to ensure that pupils learn in a supportive, caring and safe environment without fear of being bullied: we believe that all members of the academy community have the right to be protected from bullying and abusive behaviour. The policy also aims to ensure that individual cases of bullying will be dealt with consistently and in a constructive and fair manner when they occur. Procedures for dealing with bullying are clearly set out so that all members of the academy community know what they can expect from the academy and what the academy expects of them, with regard to bullying.

3. Scope

This policy applies to all members of the academy community, including pupils, all staff, school governors and parents/carers. The policy will be promoted and implemented throughout the academy and academy community, for example through assemblies, anti-bullying ambassadors, anti-bullying boxes etc.

4. General principles

- Pupils have a right to learn free from intimidation and fear.
- The needs of the victim are paramount.
- Schools will not tolerate bullying behaviour.
- Bullied pupils will be listened to.
- Reported incidents will be taken seriously and thoroughly investigated.

5. What is bullying?

There are many different definitions of bullying in use, however most agree that the key factors that make behaviour bullying, as opposed to "having a laugh", venting frustration or a non-bullying incident of physical or verbal violence/aggression are:

- repetition of behaviour, systematically undermining a person over a period of time; and

- an imbalance of power between the person on the receiving end of the bullying and the person or persons doing the bullying.

Bullying is when one or more people physically, emotionally or psychologically hurt or cause harm to a person who is in a weaker position than him/her/them, and so is less able to defend himself/herself. Bullying is the abuse of power by one person over another. Bullying usually happens over a period of time, and consists of a series of different incidents.

Different types of bullying include:

Physical – hitting, kicking, spitting, tripping someone up, stealing/damaging someone’s belongings, etc.

Verbal – name-calling, insulting a person’s family, threats of physical violence, spreading rumours, constantly putting a person down.

Emotional/psychological – excluding someone from a group, humiliation.

Racist – insulting language/gestures based on a person’s actual or perceived ethnic origin or faith, name-calling, graffiti, racially motivated violence.

Sexual – sexually insulting language/gestures, name-calling, graffiti, unwanted physical contact.

Homophobic – insulting language/gestures based on a person’s actual or perceived sexuality, name-calling, graffiti, homophobic violence.

Cyber – bullying by text message, bullying on the internet (in chat rooms, on bulletin boards and through instant messaging services), hate websites.

All of the types of behaviour listed above are unacceptable and will not be tolerated at any of our academies.

6. Responsibilities

Our academies are committed to stopping bullying behaviour and to do this we need everybody’s help. Here are the things that every member of the academy community can expect from the academy and the things that are expected from each member:

6.1. Staff

All staff can expect to be properly trained and supported in dealing with bullying.

All staff will be expected to:

- Promote an environment that is constructive and safe for all pupils through their own teaching practice and actions.

- Follow the procedures set out in this policy when they are dealing with bullying.
- Work in co-operation with colleagues, pupils, parents/carers, staff from other organisations in the local community and the school's board of governors to combat bullying.

6.2. Parents/carers

All parents and carers can expect to be kept informed of the school's anti-bullying work throughout the academic year.

Staff will do their best to address any concerns that you may have about bullying; you will be asked to co-operate with the academy in supporting your child and promoting the message that bullying behaviour is not acceptable.

If your child is being bullied, you can expect that:

- You and your child will be listened to and believed.
- Staff will ensure that you are involved in the process of supporting your child in dealing with the bullying.
- Staff will do their best to address any concerns you may have.
- Wherever appropriate, the academy will put you in contact with outside agencies (e.g. counselling services, etc.) that can help to support you and your child in addressing his/her experience of being bullied.

If your child is bullying another pupil, you can expect that:

You and your child will be listened to.

- Your child will be treated fairly.
- Your child will be expected to change his/her bullying behaviour and supported and encouraged in doing so by staff.
- Wherever appropriate, the academy will put you in contact with outside agencies that can help to support you and your child in addressing his/her bullying behaviour.

If you have any concerns that another child who attends the academy (e.g. a friend of your child) may be experiencing bullying, please do not turn a blind eye but mention this to a member of staff.

6.3. Governing Body

The Governing Body can expect to be kept up-to-date on the progress of the academy's anti-bullying work, and to receive a comprehensive annual report on anti-bullying work. The

Governing Body will be expected to:

- give feedback on the monitoring and evaluation of the anti-bullying policy and practices in the academy;
- publicly support EMLC Academy Trust's and the academy's anti-bullying message.

6.4. All pupils

All of us find ourselves in vulnerable positions sometimes, e.g. when we start a new school/job/subject, if we are having problems at home, etc. As part of the academy community, you have a responsibility to help combat bullying by supporting other pupils when they are vulnerable. Don't gang up against another pupil in a vulnerable position - try to help him/her feel less vulnerable. Don't join in with making fun of them, even if you don't feel able to challenge the bullying behaviour yourself. And don't turn a blind eye to bullying and victimisation.

Here's what to do if you know that another pupil is being bullied (this could be a friend that you know really well, someone in one of your classes, or someone that you just see around the academy and have never even spoken to; and the bullying could be happening at the academy, or on the way to and from the academy):

- Let a member of staff know about the bullying. You can do this in lots of different ways: fill out a bullying report form or just write down the details about the bullying and [give it to a member of staff / put it in one of the anti-bullying boxes around the school] (who is being bullied, how they are being bullied, and when and where the bullying is happening/happened; if you can, write down who is doing the bullying and also your name).
- Tell a [peer supporter, anti-bullying ambassador], who can advise you how to tell staff and support you in doing so, or tell them for you if you are unable to do so.
- Find a quiet moment to speak to a member of staff. Members of staff are: teachers, teaching assistants, office staff, librarians and playground supervisors. After class can be a good time to approach teachers. You can always pretend that you need help with some work if you are worried that other pupils might hear you ask the teacher for a private word.

When you let staff know about bullying you can expect what you say to be taken seriously and that action will be taken to stop the bullying behaviour. If you choose to tell a member of staff about bullying in person or if you write your name on a bullying report form before posting it in the Bully Box, staff will not name you when they investigate the bullying unless they are forced to because of Safeguarding laws, but they will let you know that they have acted on your report.

If you are ever worried for your own or another pupil's physical safety (including if you

are afraid that a pupil may harm himself/herself), **do not hesitate to tell a member of staff** so that they can take immediate action to keep the pupil safe with the help of other staff at the school, parents/carers and the police and ambulance service if necessary.

6.5. Pupils who are being bullied

If you are being bullied, you can expect that:

- You will be listened to and taken seriously.
- Action will be taken to help you to stop the bullying.
- You will be involved in the process of deciding what action to take to help stop the bullying and any worries that you may have will be listened to and respected.
- You will be given the opportunity to talk about the way that the bullying has made you feel and to find strategies to deal with these feelings and to understand and cope with bullying behaviour.

This means:

- Your teacher and the member of staff in charge of the anti-bullying policy will be told about your situation so that they can help to support you.
- You will be given the chance to work with them to find strategies to deal with bullying and to talk about any feelings and worries that you may have.
- You may be offered the chance to talk with staff from other agencies as well.
- Your teacher will ask to let your parent(s)/carer(s) know what is going on, and to offer them the chance to help support you, too.
- You will have regular meetings with staff (e.g. every week for a month, a half term, or a term) to make sure that the action taken to stop the bullying is really working and that you are happy with how things are going.

If you are ever in fear for your physical safety, staff will take immediate action to keep you safe with the help of their colleagues at the academy, parents/carers and outside agencies like the police and ambulance service if necessary.

6.6. Pupils who are bullying

Bullying behaviour has no place at the academy. If you are involved in bullying, you can expect that:

- Your bullying behaviour will be challenged.

- You will be treated fairly.
- You will be given the opportunity to change your behaviour and encouraged and supported in doing so.

This means:

- You will be expected to work with staff to look at the reasons that you have been bullying and to find and put into practice other ways of behaving.
- You will be offered the chance to work with staff from other agencies who can help you to stop bullying, e.g. Personal Advisers from the Connexions service and the school counsellor.
- Your teacher will ask to let your parent(s)/carer(s) know what is going on, and to offer them the chance to help support you in changing your behaviour.
- You will have regular meetings with staff to review your behaviour (e.g. every week for a month, a half term, or a term).
- If you don't work at changing your behaviour then staff will have to take more serious action, e.g. suspending you from academy activities. At this point the academy will have no choice but to involve your parent/carer.
- Our priority is to make the academy a safe and positive place for the whole academy community. If you take part in a serious campaign of victimisation, abuse and intimidation, or episode of physical bullying against any other person belonging to the academy community, you will be instantly suspended from coming to the academy whilst the behaviour is investigated and you may well be excluded.

7. Signs and Symptoms of Bullying

Many children and young people do not speak out when being bullied and may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and should investigate if a child:

- is frightened of walking to or from the academy
- doesn't want to go on the school / public bus
- begs to be driven to or from the academy
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant

- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- uses excuses to miss school (headache, stomach ache etc.)
- begins to suffer academically
- comes home with clothes torn or books damaged
- has possessions which are damaged or 'go missing'
- asks for money or starts stealing money (to pay bully)
- has dinner or other monies continually 'lost'
- has unexplained cuts or bruises or shows signs of being in a fight
- comes home hungry (money/lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- changes their eating habits (stops eating or over eats)
- goes to bed earlier than usual
- is unable to sleep
- wets the bed
- is frightened to say what's wrong
- gives unlikely excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous and jumpy when a text message or email is received

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

8. Cyber Bullying

Academy leaders, teachers, school staff, parents and pupils all have rights and responsibilities in relation to cyberbullying and should work together to create an environment in which pupils can learn and develop and staff can have fulfilling careers free from harassment and bullying.

The Academy will offer support to parents on how to help their children engage safely and responsibly with social media, through parents' evening, advice in the Academy newsletter or signposting to other sources of support and advice. Creating a good Academy - parent relationship can help create an atmosphere of trust that encourages parents to raise concerns in an appropriate manner. Part of this is making sure that parents and carers are aware and understand how to communicate with the Academy. It is not acceptable for any pupil, parent or member of staff to carry out any form of bullying either face to face or via Social Media. Academies should encourage all members of the school community including parents to use social media responsibly. Parents have a right to raise concerns about the education of their child, in an appropriate manner.