

St. Joseph's RC High School
Ysgol Uwchradd Gatholig Joseff Sant

Anti Bullying Policy

10c. Anti Bullying Policy



This policy was updated on November 2016 by Mr Ian Humpage

This policy was presented and accepted by the Governing Body on 24 November 2016

This staff were made aware of this policy and or updates on Autumn term 2016

This policy will be reviewed on September 2018

Anti Bullying Policy

RATIONALE

As a Catholic School we at St Joseph's believe that it is the basic entitlement of all children at school that they receive an education free from humiliation, oppression and abuse. Education is a compulsory experience and it is therefore the responsibility of all the staff in the school to ensure that it takes place in an atmosphere which is caring and protective. Parents/Carers should be entitled to feel confident that when they send their children to school, they will be protected from bullies.

Bullying can take many forms, but these are the main categories:

Physical eg kicking, hitting, pushing, taking belongings or use of violence

Verbal eg name calling, insulting, making offensive remarks, extreme sarcasm, teasing

Emotional eg spreading rumours, exclusion from social groups, using e-mail, text or social networking media to target an individual.

Racial eg making reference to an individual's culture, background, ethnicity or religion

Sexual eg making unwanted physical contact or persistently offering sexualised comments in written, verbal or technological formats

Cyber eg misuse of the internet or technological devices, misuse of camera or videoing, posing untruths or using technology to threaten

Indirect eg spreading of rumours, belittling, deformation of character without the individual being present
If you feel you are being bullied or have witnessed bullying of any type, please report this to a member of staff. The school will deal with it and resolve the situation as soon as possible.

Name calling is the most common direct form. This may be because of individual characteristics, but pupils can be called nasty names because of their ethnic origin, nationality or colour; sexual orientation (or perceived); or some form of disability. Harassment can also include bullying of children who are from other parts of the United Kingdom, or even other parts of Wales. Name calling can also occur where a pupil has a different dialect or accent from the majority in the class or school.

Passive Bullying: Pupils are made aware, through assemblies and PSE for instance, that they should not just stand by while bullying is taking place. They should report all incidents to a teacher at the earliest opportunity. It is certainly not acceptable to use a mobile phone to film incidents and this will be regarded as seriously as the bullying incident itself.

Context:

This policy follows the guidance issued by the Welsh Government –

'Respecting Others' 23/2003

'Respecting Others' 2011

Behaving and Attending: Action Plan responding to the National Behaviour and Attendance Review (2009)

Behaviour in Schools – Safe and Effective Intervention 071/2009

United Nations Convention on the Rights of the Child

Anti Bullying Policy

Objectives of this Policy

St Joseph's Anti-Bullying Policy outlines what we will do to prevent and tackle bullying. The policy has been drawn up through the involvement of the whole school community including

- Pupils through the mechanism of Year and School Council
- School governors
- School staff
- Parents
- Youth Service
- LEA officers

We recognize it is a basic entitlement of all pupils to engage in their everyday activities and education, free from humiliation, oppression and abuse. It is expected that all members of the school community will actively work to identify, report and tackle incidents of bullying.

Our St Joseph's community:

- Discusses, monitors and reviews our anti-bullying policy on a regular basis.
- Supports staff to promote positive relationships and identify and tackle bullying appropriately.
- Ensures that pupils are aware that all bullying concerns will be dealt with sensitively and effectively, that pupils feel safe to learn and that pupils abide by the anti-bullying policy.
- Reports back to parents / carers regarding their concerns on bullying and deals promptly with complaints. Parents/ carers in turn work with the school to uphold the anti-bullying policy.
- Seeks to learn from good anti-bullying practice elsewhere and utilises support from Newport Local Authority and other relevant organisations when appropriate.

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 can include: name calling, taunting, mocking, making offensive comments,; kicking; hitting; taking belongings; inappropriate text messaging and electronic messaging (including through web-sites, social networking sites and instant messenger); sending offensive or degrading images by phone or via the internet; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours.

Who are the bullies?

- Bullies are not easily recognised (beware of stereotyping)
- Boys and girls can be bullies (traditional stereotype is a boy)
- Usually gangs are more likely to become VISIBLE than individual bullies
- Bully gangs are difficult to deal with en bloc – a punitive response can sometimes trigger group solidarity/resistance
- Research recommends tackling each group member individually

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Bullying is taken extremely seriously at St Joseph's. Bullying is when people deliberately hurt, harass, intimidate or exclude somebody. There are many definitions of bullying, but most consider it to be deliberately hurtful, repeated, often over a period of time and difficult for victims to defend themselves against. Bullying can happen in all walks of life and it is vital that we do not tolerate it, it is everyone's responsibility to stand up to bullying.

Forms of bullying covered by this Policy

Bullying can happen to anyone. This policy covers all types of bullying including:

- Bullying related to race, religion or culture.
- Bullying related to special educational needs.
- Bullying related to appearance or health conditions.
- Bullying related to sexual orientation.
- Bullying of young carers or looked after children or otherwise related to home circumstances.
- Sexist or sexual bullying.
- Cyber bullying

What Can Lead to Bullying?

Any child can be bullied, but certain factors can make bullying more likely.

- Lacking close friends in school
- Being shy
- An over-protective family environment
- Having a precocious talent
- Being different in some obvious respect – such as stammering
- Physical, mental or sensory impairment
- Speaking a different language from the majority of pupils
- A knowledge or perception that a child has a sexual orientation which is different from the majority
- Evidence of poverty/wealth
- Clothing
- Looked after children or young carers

What are the signs of bullying and how can we identify early?

- Depression, i.e. pupil may become withdrawn, lack confidence
- Low self esteem
- Truancy, lateness
- Isolation
- Academic underachievement
- Lack of concentration
- Threaten suicide
- Have possessions go missing or get damaged

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- Change usual routine
- Fear travelling to and from school

Preventing, identifying and responding to bullying St Joseph's will;

Preventative Strategies

- Teachers being punctual and present for all lessons etc.**
- The supervision by teachers of corridors, at lesson and tutorial changeovers.** Prompt and controlled pupil movement is a disincentive to unruly behaviour.
- Visibility and vigilance in carrying out supervision duties in all areas of the school.** This is particularly important since bullying is most likely to occur in these places at break, lunch times and before and after school. Duty teachers can play a vital role by identifying and patrolling danger spots where bullying may be taking place.
- Lesson time spot checks.** Spot checks on toilets, corridors, dining hall and other high risk places are also a powerful deterrent.
- Awareness Raising**
 - Through regular assemblies we highlight the damage caused by bullying.
 - One week each November is designated as 'Bullying Awareness Week'. During this week assemblies are devoted to the theme of bullying, discussions during form periods centre on bullying awareness.
- Curriculum Opportunities.** Other subjects are also encouraged to help raise awareness of bullying as a problem. These include Welsh and English, through literature, story telling, creative writing, Drama, through role play and using Scenarios to explore people's feelings, History by developing empathy (e.g. holocaust studies) and RE by discussing the Christian approach to life.
- Staff Professional Development** - The new staff induction programme includes a module on "Bullying Awareness". Job descriptions for Form Tutors, Heads of Year and LSA's make reference to Bullying Awareness.
- Behaviour Logging** - The computerised system for recording pupils' behaviour, both positive and negative, has provided a very powerful tool for tracking patterns of behaviour including bullying.
- Transition from Junior School** - Visits of year 5 and 6 pupils to the school and the visits of our staff and pupils to our partnership schools are all designed to reduce anxiety about the move to the "big school" as well as providing a clear picture of our school's caring and respectful ethos. They also help us to be aware of possible problems between pupils.
- Duty System** - The staff duty rotas are designed to ensure that adequate supervision is available whenever pupils are out of the classroom.
- Liaison with Transport Companies** - From past surveys, we know that journeys to and from school can provide some pupils with opportunities of bullying. Buses are met on arrival in the morning and all the regular bus drivers know they can report incidents to staff for immediate

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response. After school pupils are supervised boarding buses and know that follow-up action will be taken if they misbehave on their homeward journeys.

- l. **Student Voice** - Pupils are actively involved in anti-bullying projects, for example, 'Bullies Out'.

Key Stage 3 pupils play a fundamental role in visiting partnership schools to re-enforce anti-bullying messages.

- m. **Internet Access** - All pupils are provided with clear guidance on how to use the internet and how to avoid situations in which they could be involved in bullying.

- n. **HoY and Form Tutor** - Pupils meet up with form tutors twice each day. This provides guaranteed daily opportunities to talk through any concerns pupils may have including bullying.

In our St. Joseph's community we;

- Never assume bullying does not happen in our school
- Never ignore suspected bullying
- Listen carefully to all accounts, never assuming several pupils saying the same does not make a truth
- Work with staff and outside agencies to identify all forms of prejudice-driven bullying.
- Actively provide systematic opportunities to develop pupils' social and emotional skills, including their resilience.
- Consider all opportunities for addressing bullying including through the curriculum, through displays, through peer support and through the School Council.
- Ensure all staff follow procedures in the event they identify bullying.
- Actively create "safe spaces" for vulnerable children and young people.

Other strategies used by the school will include:

- giving a strong ethos in school promoting tolerance and respect for difference and diversity;
- providing training for all staff members to raise and maintain awareness including new staff;
- periodic consultation with pupils to find out what bullying occurs, when, where, by whom;
- publicising outside organisations such as Child Line who can offer help to pupils who are being bullied
- ensure there are confidential and varied means of alerting the school to current bullying;
- ensure efficient patrolling of the school by staff, especially toilets, lunch queues and secluded areas;
- attempt to break down age group isolation
- prompt and thorough investigation of incidents, including contact with parents of the bullied child and children exhibiting bullying behaviour in order to agree a course of action.

STRATEGIES FOR PARENTS/CARERS

Advice to Give Your Children

- a. Advise your child always to tell an adult.

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- b. Inform the school immediately. Seek an interview with the Head of Year or Assistant Hed of Year (ring the school on 653110).
- c. Keep a detailed written record (eg time, date, names etc). If bullying persists use the record for supportive evidence.
- d. Work with the school and your child to advise an "Action Plan" against further bullying. Please contact the school before anyone you think might be involved in any alleged incidents.
- e. If the problem involves someone from outside school, inform us and we will advise on a course of action.

What Parents/Carers Should Look Out for in Their Children

Be alert to the following signs of distress which could be indicative of bullying:-

- a. Absenteeism – unwillingness to attend school, couples with unconvincing excuses, truancy.
- b. Injuries, bruises, cuts etc. Causes are not obvious and explanations are unsatisfactory. Note also any damage to clothing and equipment which is suspicious.
- c. Depression – moody, irritable, off food and/or other things normally enjoyed. In extreme cases threatening or attempting to run away or even suicide.
- d. Money problems – requests for extra pocket money or money for lost dinner or bus tickets. Note also money missing from home.
- e. Underachievement – school work/homework standard slowly, or suddenly reduced.
- f. Worries about the journey to and from school, on the school bus or walking.

Taken individually these may not be due to bullying, but a combination of some of these might suggest further investigation.

How will we respond to Bullying?

Any bullying incident must be reported. Bullying can only be tackled effectively if we know there is a problem. Pupils who are being bullied or other pupils who know or suspect that someone else is being bullied can report problems to any trusted colleague particularly form tutors, HOY, AHOY or SLT . Alternatively the issue or concern can be reported to a 6th Form student who will liaise with staff on the pupils' behalf.

The school can also be contacted by letter or e mail. All contact will be treated as confidential.

If the report of bullying is from a parent then the victim's Head of Year or Assistant Head of Year (Year specific) should be the first point of contact.

It would be helpful in these circumstances if parents could:

- try to stay calm;
- be as specific as possible about what has happened;
- make note of what action the school intends to take;
- ask if there is anything that that they can do to help their child at school;
- stay in touch with the school.

It would be helpful in a general sense if parents would encourage children to be friendly and tolerant to others and not aggressive.

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STRATEGIES FOR PUPILS

Advice to Pupils who are Bullied

- a. Tell an adult you can trust – Parent/Carer, Form Tutor, Head of Year, LSA, Bus Driver etc.
- b. Tell your friends and ask for their support (but do not get involved in physical retaliation).
- c. DO NOT GIVE IN to a bully's demands for money, clothing etc. Say "NO" strongly and say you will REPORT it if the bullying continues. NEVER TRY TO "BUY OFF A BULLY".
- d. Initially try to IGNORE minor bullying, but if it persists TELL an ADULT.
- e. AVOID BEING ALONE WITH A BULLY IN PLACES WHERE BULLYING CAN OCCUR.
- f. Remember FIGHTING BACK MAY MAKE IT WORSE, so tell an ADULT.

Advice to Pupils who Witness or Know about Incidents of Bullying

- a. Do not condone bullying by doing nothing.
- b. Be responsible and help to stop it by reporting any incidents to an adult you trust – teacher, form tutor, parent/carers, LSA, bus driver etc.

What are the steps St Joseph's will take?

Step 1 - The person receiving the complaint will keep a written record of the conversation. The incident will then be referred to the appropriate Head of Year in the first instance. If necessary the victim will be interviewed by the appropriate member of staff. A written record will be kept. The Head of Year and any staff who subsequently deal with the issue must maintain accurate records. The alleged bully will be interviewed separately. A written statement will be kept. Any witnesses will be interviewed and a written record will be kept. In the event of a complaint being upheld parents of both parties will be informed. Coping strategies with the victim will be discussed to avoid the situation. Reassurance will be offered. The bully will be counselled by staff members, told to stop, given an official warning and possible additional sanctions introduced. The underlying cause of any bullying will be discussed as part of a restorative justice procedure. This will be recorded. The bully will be informed of the procedures that will take place should the incident occur again.

Step 2 - If the behaviour is repeated the bully's parents will be invited into school to discuss the situation. The pupil will be placed on a long term conduct card. All teachers will be alerted to the problem.

Step 3 - Any repetition of this behaviour will result in an internal inclusion being enforced with the pupil working in isolation from his/her peers.

Step 4 - The school may access the Learning Support department and outside agencies along with parents to attempt to correct behaviour. In cases of severe and persistent bullying external exclusion from school may follow. Victims will need to be reassured that any repercussions will lead to sanctions being applied against the bully. These procedures do not cut across, compromise or pre-empt the right of the parents or victim to make a direct complaint to the police. Some of the above steps may be bypassed dependent on the specific nature of the case.

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When working with young people St Joseph's 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.
- Ensure all students are aware of the range of sanctions that may be applied against those engaging in bullying.
- Involve students in anti-bullying campaigns in schools.
- Publicise the details of helplines 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.
- Fulfil our duty in completing a termly report to the LA specifying the nature and frequency of bullying incidents

When Liaising with parents and carers St Joseph's 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.

When monitoring & reviewing policy and practice St Joseph's will;

Review this Policy at least once every two years as well as if incidents occur that suggest the need for review.

This Policy only works if it ensures that the whole school community understands that bullying is not to be tolerated and understands the steps that will be taken to both prevent and respond to bullying.

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.
- Pupils to abide by the policy.

Support, guidance and information for Schools/Professionals/Governors

Listing should not be taken as endorsement of any kind. We cannot guarantee that these links will work all of the time and we have no control over the availability of linked pages.

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Bullying Online - www.bullying.co.uk

Bullying Online helps thousands of pupils and their parents deal with school bullying every year and the website is also used as a teaching resource.

Child Exploitation and Online Protection (CEOP) - www.thinkuknow.co.uk

This website is created by the Child Exploitation and Online Protection (CEOP) Centre and contains information on internet safety and safe surfing for young people. Topics covered include mobiles, blogging and gaming sites and allows young people the opportunity to report any concerns they have about chatting to people online.

Includes parents, teachers and resource areas.

ChildLine - www.childline.org.uk/Bullying.asp

Links to bullying resources and information sheets.

Children in Wales - www.childreninwales.org.uk/Search.html?Keywords=bullying

Children in Wales promote the interests of and take action to identify and meet the needs of children, young people and their families in Wales and work in partnership with the National

Children's Bureau and Children in Scotland

This website provides links to various documents, reports and surveys relating to bullying.

Department for Education and Skills - www.dfes.gov.uk/bullying

Provides links to bullying related material, resources and websites for schools, children, young people and parents.

Directgov - www.direct.gov.uk/en/AdvancedSearch/Searchresults/index.htm?fullText=bullying

Contains a wide range of government information and services. The site provides extensive advice for parents, including information on finding a school, healthy eating, special educational needs and youth justice. In addition to Government departments, the site also links through to other relevant websites and information sources that can offer additional advice and support.

ESTYN Inspectorate - www.estyn.gov.uk/home.asp

ESTYN published a report in June 2006 entitled 'Tackling Bullying in School – A Survey of Effective Practice'.

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Kidscape - www.kidscape.org.uk

Kidscape is a registered charity, which works to keep children safe from harm. The site contains information for parents, professionals and children on preventing and dealing with bullying. Kidscape is the first charity in the UK established specifically to prevent bullying and child sexual abuse. Kidscape believes that protecting children from harm is key. Kidscape works UK-wide to provide individuals and organisations with practical skills and resources necessary to keep children safe from harm. The Kidscape staff equips vulnerable children with practical non-threatening knowledge and skills in how to keep themselves safe and reduce the likelihood of future harm. Kidscape works with children and young people under the age of 16, their parents/carers, and those who work with them. Kidscape offers:

- A Helpline offering support and advice to parents of bullied children;
- Booklets, Literature, Posters, Training Guides, Educational Videos on bullying, child protection, and parenting;
- National Comprehensive Training Programme on child safety & behaviour management issues;
- Advice and Research; and
- Confidence Building Sessions for children who are bullied

National Children's Bureau (NCB) - www.ncb.org.uk

The National Children's Bureau (NCB) was founded in 1963 and is a charitable organisation that acts as an umbrella body for organisations working with children and young people in England & Northern Ireland. The NCS works in partnership to share knowledge, resources and services to improve the lives of children and young people. The website provides links to other sources of information related to bullying.

National Society of Prevention of Cruelty to Children (NSPCC) - www.nspcc.org.uk

The National Society of Prevention of Cruelty to Children (NSPCC) aim is to protect children from cruelty, support vulnerable families, campaign for changes to the law and raise awareness about abuse and to end cruelty to children. The website links to various resources, materials and information for children and young people, parents, schools and governors.

Action For Children Children's Charity (formerly NCH) - www.actionforchildren.org.uk/

Action for Children is children's charity that helps children achieve their full potential. Action for Children runs more than 500 projects for some of the UK's most vulnerable and excluded children and young people, and their families, supporting over 160,000 people at children's centres throughout the UK. The website provides links to documents and information on bullying related issues.

SNAP Cymru - www.snapcymru.org

A national charity, unique to Wales. Its main aim is to advance the education of people in Wales and support their inclusion. Trained experienced staff and volunteers work with families, children and young people, their parents, carers and professionals working with those who have or may have additional

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learning needs, which include SEN, disability, and other barriers e.g. exclusion, disaffection, poverty, deprivation, English or Welsh as a second language. SNAP Cymru provides accurate information, objective advice and support for a range of issues including assessments, statements of special educational needs, bullying, school attendance, exclusion, health and social care provision and discrimination. Other services we provide include advocacy, disagreement resolution and training for young people, parents and professionals.

TeacherNet - www.education.gov.uk/schools

The website has a wide range of resources and support for the schools workforce, dedicated areas include:

- teaching and learning;
- professional development;
- Management;
- community.

Within these areas there is information and free teaching resources and links to other websites and documents.

Welsh Government - <http://wales.gov.uk/dcells/publications/publications/circularsindex/03/respectingothers/nafwc2303-e.pdf?lang=en>

Links to Respecting Others: Anti-Bullying Guidance (Circular 23/2003) document and includes sections on strategies, materials and resources for schools and advice for pupils, parents and families.

Support and guidance for Pupils, Parents, Carers and Families

It should be noted that the school is not responsible for the content or reliability of the linked websites. Listing should not be taken as endorsement of any kind. We cannot guarantee that these links will work all of the time and we have no control over the availability of linked pages.

Anti-Bullying Network - www.antibullying.net/

The website provides information about how bullying can be tackled. It is not an advice or counselling service. The Network was established in 1999 so that teachers, parents and young people (in Scotland) could share ideas about how bullying should be tackled. Includes links to materials, resources and websites for children and young people, families and school staff.

Bullying Online - www.bullying.co.uk

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ChildLine - www.childline.org.uk/Bullying

Links to bullying resources and information sheets.

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Department for Education and Skills - www.education.gov.uk

Provides links to bullying related material, resources and websites for schools, children, young people and parents. The DfES (Department for Education and Skills) set up the site as an anti-bullying resource. Contains advice for parents, teachers and pupils.

Directgov - www.direct.gov.uk

Contains a wide range of government information and services. The site provides extensive advice for parents, including information on finding a school, healthy eating, special educational needs and youth justice. In addition to Government departments, the site also links through to other relevant websites and information sources that can offer additional advice and support.

Kidscape - www.kidscape.org.uk

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Parent Line Plus - www.parentlineplus.org.uk/index.php?id=9

Parent Line Plus is a national charity that works for, and with, parents. Parent Line Plus works to offer help and support through an innovative range of free, flexible, responsive services - shaped by parents for parents.

Parents Centre - www.parentcentre.co.uk

Parents Centre provides information and support for parents on how to help with their child's learning from birth to 19 years old. The site covers a whole range of issues that you and your child may encounter, from finding childcare, homework and exams, to bullying and truancy. The forum and ask-an-expert section allow parents to share experiences and put questions to the panel of experts.

SNAP Cymru - www.snapcymru.org

A charity that offers information and support to families of children and young people who have or may have additional learning needs, which include SEN, disability, and other barriers e.g. exclusion, disaffection, poverty, deprivation, English or Welsh as a second language.

Welsh Assembly Government -

<http://wales.gov.uk/news/archivepress/educationpress/edpress2006/1087472/?lang=en> provides information on Respecting Others week 2006 and other websites on bullying
<http://wales.gov.uk/dcells/publications/publications/circularsindex/03/respectingothers/nafwc2303-e.pdf?lang=en>

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