

Anti-Bullying Policy 2017- 2018 (inc Cyber Bullying Policy)



St Aloysius' College

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Person responsible	Mr Bill Lawrence
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This policy is communicated by the following means: Ratified by the Governors (Date): Governor's Signature: Headteacher's Signature:	Website 16 th October 2017  



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Aim:

The aim of the anti-bullying policy is to ensure that pupils learn in a supportive, caring and safe environment without the fear of being bullied and that staff are free from fear of bullying by pupils. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated. Only when all issues of bullying are addressed will pupils be able to fully benefit from the opportunities available at school.

Statutory duties of school:

Headteachers have a legal duty under the School standards and Framework act 1998 to draw up procedures to prevent bullying among pupils and to bring these procedures to the attention of staff, parents and pupils. Under the Education Inspections bill 2006, the duties are extended to include preventing/responding to bullying that happens outside school, where it is reasonable to do so. Schools also have a duty to 'safeguard' and promote the welfare of pupils (Education act 2002) and to ensure that children and young people are safe from bullying and discrimination (Children Act 2004). Government guidance advises that the policy should also address the bullying of staff by pupils ('Safe to Learn' DCSF 2007) (Coalition Government documents and law-equality Act 2010, Education Act 2011).

'Preventing and tackling bullying-Advice for headteachers, staff and governing bodies-July 2017' .

'Cyberbullying: Advice for headteachers and school staff' These documents can be accessed at:

<https://www.gov.uk/government/publications/preventing-and-tackling-bullying>

Scope of this policy and links to other policies.

This policy includes:

- Bullying of pupils by pupils within school
- Bullying of and/or by pupils outside of school, where the school is aware of it
- Bullying of staff by pupils within or outside school

Allegations about bullying of pupils by staff will be dealt with under the school's safeguarding Policy.

This policy has links to the following school policies and procedures:

- Equality and diversity policy
- Behaviour policy
- Acceptable use policy (internet safety)
- Safeguarding (child protection) policy
- Child Protection Policy
- Complaints procedures
- SEN Policy and practice



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Definition:

Bullying occurs when a person or group of people, over a period of time, by word, action or gesture, deliberately deny the dignity of another individual or group i.e.

- Physically and/or mentally hurt or worried
- Unsafe and/or frightened
- Unable to do well and achieve
- different, alone, unimportant and/or unvalued
- Unable to see a happy and exciting future for yourself.

In order for St. Aloysius' College to fulfil its Mission Statement in 'valuing and respecting all individuals' and in 'providing opportunities for students to develop their confidence and self respect', bullying must be identified and eradicated.

What does bullying look like, feel like, sound like?

Bullying is any behaviour by an individual or group that:

- Is meant to hurt – the person or people doing the bullying know what they are doing and mean to do it.
- happens more than once – there will be a pattern of behaviour, not just a 'one-off' incident
- Involves an imbalance of power – the person being bullied will usually find it very hard to defend themselves.

It can be:

- Physical, e.g. kicking, hitting, taking and damaging belongings, unwanted sexual contact.
- Verbal, e.g. name calling, taunting, threats, offensive/personal remarks
- Relational, e.g. spreading nasty stories, gossiping, excluding from social groups
- Cyber, e.g. e-mails, picture/video clip bullying, Instant Messaging (IM)
- Indirect, e.g. graffiti, defacing of property, display of pornographic, class, disability, homophobic, racist or sexist material.

Who bullies?

Anyone has the capacity to bully. There are no completely reliable predisposition diagnoses. However, those who perceive themselves as low status within a community, institution or group may use bullying in an attempt to artificially boost their status. Self-esteem is therefore a key factor in whether someone bullies or not. This puts equal opportunities and inclusion at the centre of all anti-bullying work in schools.



Who is bullied?

Anyone can be bullied – young person, parent/carer/guardian, staff member or volunteer. People who suffer bullying are often perceived by others to be different. Sometimes the perceived difference is individual to that person – shyness, physical appearance, clothing and possessions, accent, perceived inappropriate behaviour. Frequently the perceived difference comes from assigning an individual to a group. Such bullying would then be designated as class, disability, homophobic, racist, religious or sexist. People can be assigned or be a member of more than one group.

Identifying and reporting concern about bullying

All concerns about bullying will be taken seriously and investigated thoroughly. Pupils who are being bullied may not report it. However, there may be changes in their behaviour, such as becoming shy and nervous, feigning illness, taking unusual absence or clinging to adults.

There may be evidence of changes in work patterns, lacking concentration or truanting from school. All school staff will be alert to the signs of bullying and act promptly and firmly against it in accordance with this policy.

Pupils who are bullying others also need support to help them understand and change their behaviour.

Pupils who are aware of bullying ('bystanders') can be a powerful force in helping to address it and will be encouraged to do so in a safe way. All pupils will be encouraged to report bullying by:

- Talking to a member of staff of their choice
- Contacting local and national support agencies for advice/support

A member of staff, who believes that he or she is being bullied or harassed, will be encouraged to report it to a colleague of their choice.

Parents will be encouraged to report concerns about bullying and to support the school in tackling it. Trying to resolve bullying directly with the bully or their families can lead to problems escalating.

Responding to reports about bullying

[See Responding to and reporting incidents for greater detail.](#)



School

The school will take the following general steps when dealing with concerns about bullying: If bullying is suspected or reported, it will be dealt with immediately by the member of staff who has been made aware of it.

- A clear account of the concern will be recorded and given to a senior member of staff (Head of Department/Head of Year) or a member of the SLT.
- The investigating member of staff will interview everyone involved and keep a detailed record. This will be held in line with the school's data protection policy/practice.
- Parents and other relevant adults will be kept informed.
- Where bullying occurs outside school, any other relevant schools or agencies will be informed and advice/support obtained.
- Punitive measures will be used as appropriate and in consultation with all parties involved. School currently adopts a practice of Restorative practice. Peer mentors are trained alongside relevant staff and have successfully re-integrated students.
- See 'Responding to and reporting incidents' document for procedures, flow chart and forms regarding dealing with incidents of bullying.

Pupils & Staff

Staff who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with a member of staff of their choice.
- Providing reassurance that the bullying will be addressed
- Offering continuous support.
- Restoring self-esteem and confidence
- The use of specialist interventions and/or referrals to other agencies e.g. educational psychology, where appropriate.
- Help and advice on how to remove online material.

Pupils who have been bullied will be supported by:

- Discussing what happened.
- Discovering why the pupil became involved
- Establishing the wrongdoing and need to change
- Informing parents to help change the attitude of the pupil
- The use of special interventions and/or referrals to other agencies where appropriate.
- Peer Mentors

The following disciplinary steps can be taken:

- Official warnings to cease offending



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- Detention
- Exclusion from certain areas of the school premises
- Confiscation of mobile phones, in line with our Acceptable use (internet safety) policy
- Minor fixed term exclusion
- Major fixed term exclusion
- Permanent exclusion
- Group or 1 to 1 work to explain the negative effects of bullying to the perpetrators and their cohort.

Parents

- Most concerns about bullying will be resolved through discussion between home and school. However, where a parent feels their concerns have not been resolved, they are encouraged to use the formal Complaints Procedure.
- Where a pupil is involved in bullying others outside school, i.e. in the street or through the use of internet at home, parents will be asked to work with the school in addressing their child's behaviour, for example, restricting/monitoring their use of the internet or mobile phone
- Referral of the family to external support agencies will be made where appropriate.

Preventative measures The school will:

- Raise awareness of the nature of bullying through inclusion in PSHE, tutorial time, assemblies, subject areas and informal discussion, as appropriate, in an attempt to eradicate such behaviour.
- Give care and support to create and maintain a safe learning environment where all pupils feel safe, secure and valued and know they will be listened to and taken seriously in line with the school ethos.
- Participate in local and national initiatives such as Anti-bullying Week and the work of the LA's behaviour network
- Seek to develop links with the wider community that will support inclusive, anti-bullying education
- Consider the use of specific strategies, e.g. implement vertical tutoring across the school and peer mentoring on a more regular basis subject to available resources.
- Refer to the LA guidelines on 'Bullying in the Workplace' where an adult in the community believes that he/she is being bullied by another adult.



Promotion of this Policy

The policy and methods for reporting bullying concerns will be promoted throughout the school, for example in information packs for new pupils and staff and through regular awareness raising activities with existing pupils and parents. The Anti-bullying focus group will promote their awareness in assemblies with peer mentors who will support these efforts. Pupil surveys will be carried out in each year group.

Monitoring, evaluation and review

A senior member of this school staff will be identified to lead on the implementation of the policy and act as the link person with the LA and outside agencies.

An annual report will be made to the governing body, including statistics about:

- The number of reported concerns
- Monitoring information about the pupils involved
- Motivations for bullying
- Actions taken and outcomes

The school will review the policy annually and assess its implementation and effectiveness.

Cyber-Bullying Policy

St. Aloysius' College embraces the advantages of modern technology in terms of the educational benefits it brings, however the school is mindful of the potential for bullying to occur. Central to the School's anti-bullying policy is the belief that 'all pupils have a right not to be bullied' and that 'bullying is always unacceptable'.

The School also recognises that it must 'take note of bullying perpetrated outside School which spills over into the School'. Under powers granted by the Education and Inspections Act 2006, the Head is able to police cyber-bullying or any bullying aspects carried out by pupils even at home.

DEFINITION OF CYBER-BULLYING

Cyber-bullying is an aggressive, intentional act carried out by a group or individual using electronic forms of contact repeatedly over time against a victim who cannot easily defend himself/herself.

By cyber-bullying, we mean bullying by electronic media such as:

- *Bullying by texts or messages or calls on mobile phones
- *The use of mobile phone cameras to cause distress, fear or humiliation
- *Posting threatening, abusive, defamatory or humiliating material on websites, to include blogs, personal websites, social networking sites
- *Using e-mail to message others



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*Hijacking/cloning e-mail accounts

*Making threatening, abusive, defamatory or humiliating remarks in chat rooms, to include Facebook, Bebo, Youtube and Ratelyteacher

LEGAL ISSUES

Cyber-bullying is generally criminal in character. There are laws that apply to cyberspace:

*It is unlawful to disseminate defamatory information in any media including internet sites.

*Section 127 of the Communications Act 2003 makes it an offence to send, by public means of a public electronic communications network, a message or other matter that is grossly offensive or one of an indecent, obscene or menacing character.

*The Protection from Harassment Act 1997 makes it an offence to knowingly pursue any course of conduct amounting to harassment.

POLICY

St. Aloysius' College educates its pupils both in the proper use of telecommunications and about the serious consequences of cyber-bullying and will, through PSHE and in ICT (computing) lessons and assemblies, continue to inform and educate its pupils in these fast changing areas.

St. Aloysius' College trains its staff to respond swiftly and effectively to reports of cyberbullying or harassment and has systems in place to respond to it. SAC endeavours to block access to inappropriate web sites, using firewalls, antivirus protection and filtering systems and no pupil is allowed to work on the internet in the Computer Room, or any other location within the school which may from time to time be used for such work, without a member of staff present. Where appropriate and responsible, SAC audits ICT communications and regularly reviews the security arrangements in place.

Whilst education and guidance remain at the heart of what we do, SAC reserves the right to take action against those who take part in cyber-bullying.

*All bullying is damaging but cyber-bullying and harassment can be invasive of privacy at all times. These acts may also be criminal acts.

*SAC supports victims and, when necessary, will work with the Police to detect those involved in criminal acts.

*SAC will use, as appropriate, the full range of sanctions to correct, punish or remove pupils who bully fellow pupils or harass staff in this way, both in or out of school.

*SAC will use its power of confiscation where necessary to prevent pupils from committing crimes or misusing equipment.

*All members of the School community are aware they have a duty to bring to the attention of the Head any example of cyber-bullying or harassment that they know about or suspect.

GUIDANCE FOR STAFF

If you suspect or are told about a cyber-bullying incident, follow the protocol outlined below: **Mobile Phones**

*Ask the pupil to show you the mobile phone

*Note clearly everything on the screen relating to an inappropriate text message or image, to include the date, time and names

*Make a transcript of a spoken message, again record date, times and names



- *Tell the pupil to save the message/image
- *Inform a member of the Senior Leadership team and pass them the information that you have

Computers

- *Ask the pupil to get up on-screen the material in question
- *Ask the pupil to save the material
- *Print off the offending material straight away
- *Make sure you have got all pages in the right order and that there are no omissions
- *Inform a member of the Senior Leadership team and pass them the information that you have
- *Normal procedures to interview pupils and to take statements will then be followed particularly if a child protection issue is presented.

GUIDANCE FOR PUPILS

If you believe you or someone else is the victim of cyber-bullying, you must speak to an adult as soon as possible. This person could be a parent/guardian, or a member of staff at St. Aloysius' College.

- *Do not answer abusive messages but save them and report them
- *Do not delete anything until it has been shown to your parents/guardian or a member of staff at SAC (even if it is upsetting, the material is important evidence which may need to be used later as proof of cyber-bullying)
- *Do not give out personal IT details
- *Never reply to abusive e-mails
- *Never reply to someone you do not know
- *Stay in public areas in chat rooms
- *If in any doubt what to do, seek advice from a member of staff.

GUIDANCE FOR PARENTS

It is vital that parents and the school work together to ensure that all pupils are aware of the serious consequences of getting involved in anything that might be seen to be cyberbullying. SAC informs parents of the cyber-bullying policy and the procedures in place to deal with cyber-bullying.

- *Parents can help by making sure their child understands the school's policy and, above all, how seriously SAC takes incidents of cyber-bullying
- *Parents should also explain to their children legal issues relating to cyber-bullying *If parents believe their child is the victim of cyber-bullying, they should save the offending material (if need be by saving an offensive text on their or their child's mobile phone) and make sure they have all relevant information before deleting anything
- *Parents should contact the school as soon as possible. A meeting can then be arranged with a member of the Senior Leadership Team
- *If the incident falls in the holidays SAC reserves the right to take action against bullying perpetrated outside the school which spills over into the school.



E-SAFETY AT HOME

Several sites offer helpful advice to parents, particularly with respect to how they can best monitor their child's use of the computer at home. Important and useful information can be found on the following site: www.nextgenerationlearning.org.uk/safeguarding-learners/Safeguarding-learnerscontent/Parents-and-carers

ICT CODE OF CONDUCT

This is displayed in prominently in the ICT Room and the Code of Conduct is explained and discussed with pupils in assemblies, PSHE classes and ICT classes.

NATIONAL BODIES

Further support and guidance may be obtained from the following:

*www.teachernet.gov.uk/wholeschool/behaviour/tacklingbullying/cyber-bullying

The following information can be downloaded from the above website:

*Safe to Learn: *Embedding anti-bullying work in schools* (2007):

*Cyber-bullying Guidance and Resources. Safe to Learn

*Cyber-bullying Summary Leaflet

*www.antibullying.net/cyber-bullying1.htm for an Information Sheet for Teachers and other Professionals who work with Young People

*www.becta.org.uk for information on safeguarding learners

*Beatbullying Rochester House London SE19 2AT 020 8771 3377 www.beatbullying.org

*Anti-Bullying Alliance National Childrens Bureau 8 Wakley Street London EC1V 7QE 020 7843 1901 www.anti-bullyingalliance.org.uk