



ANTI-BULLYING POLICY

The OHC&AT Board of Directors has agreed this Policy and as such, it applies across the organisation – 3rd March 2016.

Jay Mercer
Chair of OHCAT Board

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Darren Coghlan
Chair of OHC Board

A handwritten signature in black ink, appearing to read "Darren Coghlan", with a horizontal line extending to the right.

Anti-Bullying Policy

INTRODUCTION

Orchard Hill College and Academy Trust (OHC&AT) is committed to providing outstanding educational opportunities for all our pupils and students. The safety and welfare of our pupils and students is of the utmost importance. Bullying of any kind against pupils/students or staff is wholly unacceptable. We will work to promote an atmosphere of mutual respect and tolerance throughout the OHC&AT community, and we will positively support pupils/students or staff who feel they are experiencing bullying to resolve the situation and remove the behaviour.

RESPONSIBILITIES

It is the responsibility of the whole OHC&AT community to promote an ethos of mutual respect, fairness and equality in everything we do, in order to create a positive atmosphere for all. Everyone should have an understanding of the issues around bullying and be aware of what to look out for, in order that any incidents of bullying can be proactively managed.

Within OHC&AT

Non-Executive Directors

- To challenge and support OHC&AT in the regular review of this policy and its implementation
- To receive termly reports on incidences of bullying and subsequent actions taken, as part of regular safeguarding monitoring

Executive Team

- To monitor the implementation and effectiveness of anti-bullying initiatives, including this policy, within OHC&AT provision
- To regularly review this policy in order to ensure that it is effective and up to date

Within each OHC&AT setting

Head/Principal

- To ensure all staff are aware of this policy and related documentation
- To regularly review any logged incidents and take any necessary action to proactively manage the situation
- To cultivate strong working relationships between the school or College and parents/carers, and to ensure that effective lines of communication are maintained, in order to ensure that a joined-up approach is taken towards creating a positive environment at the school or College

Staff Team

- To ensure they are familiar with this policy and adhere to all relevant procedures
- To log any incidents of bullying and notify the Head/Principal as appropriate
- To support pupils/students in reporting bullying

Pupils/students and parents/carers

- To have an understanding of what bullying is and what actions they can take if they are worried about bullying

ANTI-BULLYING

What is bullying?

Bullying is a particular type of unacceptable behaviour. It is behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can be short term or happen over long periods of time.

OHC&AT views bullying as anti-social behaviour which is never acceptable. **No person has the right to make another feel uncomfortable or unhappy.**

Bullying can be:

<i>Emotional</i>	Being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
<i>Physical</i>	Pushing, kicking, hitting, punching or any use of violence
<i>Racial</i>	Racial taunts, graffiti, gestures
<i>Sexual</i>	Unwanted physical contact, intimidation, sexually abusive comments or graffiti
<i>Homophobic</i>	Because of, or focusing on, the issue of sexuality
<i>Faith-based</i>	Because of or focusing on matters relating to religious ideology, belief or creed
<i>Direct or indirect</i>	Name calling, sarcasm, spreading rumours, teasing
<i>Cyber</i>	All areas of internet, such as email and chat room misuse Mobile threats by text messaging and calls Misuse of associated technology e.g. camera and video facilities, iPad, games consoles

Bullying may be related to:

- Race
- Religion
- Culture
- SEN or disability
- Appearance or health condition
- Home circumstances
- Sexual orientation
- Gender

Bullying can take place in the classroom, playground, toilets, corridors, on the journey to and from school or college, on residential trips and in cyberspace. It can take place during school or college time, out of school while on residential visits, day visits, in group activities, and between families in the local community.

Bullies and victims

Bullying takes place where there is an imbalance of power of bully over victim. This can be achieved by:

- Size and/or strength
- The numbers or group size involved
- Anonymity – through the use of cyber bullying (using email, social networking sites, texts etc.)
- The level of cognition, confidence, or emotional maturity of pupils

Staff must remain vigilant about bullying and approach this in the same way as any other category of safeguarding; that is, do not wait to be told before you raise concerns or deal directly with the matter. Pupils/students may not be aware or be able to articulate that they are being bullied.

Staff should be able to identify pupils/students who may be vulnerable and who could fall victim to bullying as well as those who may demonstrate bullying behaviour.

Why is it important to respond to bullying?

Bullying hurts. No one deserves to be a victim of bullying. Bullying has the potential to damage a person's mental health. Everybody has the right to be treated with respect. People who are demonstrating bullying behaviour need to learn different ways of behaving.

Signs and symptoms

A person may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and consider investigating if a child or young person:

- changes their usual routine
- is frightened of walking to or from school/college

- doesn't want to go on the school/public bus
- begs to be driven to school/college
- is unwilling to go to school/college
- 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
- persistently feels ill in the morning
- begins to do less well in school/college work
- 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 unexplained cuts or bruises
- comes home excessively hungry (money/lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- displays bullying behaviour to other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or their mobile phone
- is nervous and jumpy when a cyber message is received
- avoids eye contact
- becomes short tempered
- displays a change in attitude to people at home.

These signs and behaviours are not exhaustive and could indicate other problems, but bullying should be considered a possibility and should be investigated.

OHC&AT monitors the degree to which pupils and students feel safe through regular pupil/student questionnaires, parent/carer surveys and cascading leadership which is underpinned by excellent relationships with pupils/students and families.

Procedure

Where bullying does occur, pupils/students and parents/carers are encouraged to report it. All reports will be followed up and the Head/Principal undertakes to:

- operate a reporting and recording procedure
- deal with all reports speedily, fairly and positively
- take account of the evidence and all views
- provide anonymity for the victim whenever possible
- offer advice and support to the victim
- offer advice and support to the person/s demonstrating bullying behaviour, in order to support them to change their behaviour
- ensure that all involved are kept informed
- operate a system of sanctions, in accordance with the Positive Behaviour Policy, that reflect the seriousness of the offence

- if cyber bullying has occurred, inform the E-Safety co-ordinator

Prevention

At OHC&AT Academies pupils are encouraged to think about and understand bullying through such opportunities as class assemblies, PSHE lessons, school assemblies, Anti-Bullying Week, additional responsibilities and school policy writing. At Orchard Hill College students are encouraged to think about and understand bullying through such opportunities as Learner Voice Week, Student Council, the Wider World curriculum, e-safety sessions and involvement with the Student Ambassador scheme.

OHC&AT's ethos and working philosophy means that all staff actively encourage pupils and students to have respect for themselves, each other and their environment. Behaviour which, for example, 'shows how others are feeling', or 'cares for others' is consistently acknowledged and rewarded.

Staff regularly discuss bullying, creating an atmosphere of openness and building confidence among pupils/students to discuss bullying.

Expectations of behaviour are regularly reinforced by staff, as is the OHC&AT ethos of mutual respect and tolerance.

Staff should remain alert to the dynamics within groups of friends together; groups can bring about the imbalance of power and should be dissipated if one or all of the members are bullying others.

Pupils/students are involved in the prevention of bullying as and when appropriate. Methods may include:

- Role playing scenarios in order to understand bullying and what to do if bullying is taking place
- Having discussions about bullying and why it matters that bullies are dealt with quickly
- Discussions at Student Council meetings
- Pupils/students constructing an anti-bullying policy for their setting
- Restorative, reparation, and empathy developing work with pupils/students, e.g. using comic strip conversations to develop understanding
- Writing a set of school/college or class rules
- Writing a personal pledge or promise against bullying
- Writing stories or poems or drawing pictures about bullying
- Engagement in national/external projects such as the Unicef Rights Respecting Schools Award or the Anti-Bullying alliance

If a pupil or student feels they are being bullied, there are several procedures they are encouraged to follow:

- Tell a teacher or another adult you feel you can trust
- Tell a parent/carer or another adult you feel you can trust

- Discuss it as part of your PSHE or Tutor Time
- Ring Childline or Bullying UK and follow the advice given

Recording incidents of bullying

Staff must be prepared to record and report every incidence of bullying.

Racist, sexual or homophobic bullying, and bullying related to religious belief or creed, must be reported directly to the Head/Principal. Incidents involving an immediate threat to the safety of a pupil/student e.g. physical violence or threats of imminent harm should also be reported directly to the Head/Principal and consideration given to involving the Police.

All staff have a responsibility to report general incidences of suspected bullying on a behaviour incident form; this would include incidents where staff have had to get involved and speak with pupils/students, and/or where parents/carers have raised concerns regarding bullying. Confirmed cases of bullying must be recorded and monitored by Heads/Principals and their leadership teams.

All incidents of bullying will be discussed with all relevant staff and parents/carers of the pupils or students involved, in order to ensure that the incident is resolved positively and that vigilance against further bullying is maintained.

Incidents of bullying, as with other behavioural incidents, will be reported to the Local Governing Body of each setting. Bullying also forms part of the regular monitoring undertaken by the Principal/CEO and the OHC&AT Board.

Sanctions and strategies

Where bullying is identified, OHC&AT staff will take a twofold approach to resolving the issue: implementing suitable sanctions for the behaviour which has already taken place, and deploying strategies to change the behaviour so that bullying does not recur.

Sanctions will be in line with the OHC&AT Positive Behaviour Policy and proportionate to the offence committed. They might include:

- Detention
- Removal of privileges
- The setting of written tasks e.g. reflective essay on why bullying is wrong
- Exclusions where relevant and proportionate (please refer to each OHC&AT setting's Exclusions Procedure for further details)

Where criminal behaviour is suspected or confirmed to have occurred as part of the bullying incident, the Police will be informed.

OHC&AT provisions may deploy a range of strategies to help the bully or bullies understand and change their behaviour and make amends to the victim or victims. Strategies may include:

- Restorative justice
- Counselling/mediation
- Peer support systems
- Input from the provision's behavioural support team

Any reports of bullying behaviour by OHC&AT pupils/students outside of school or College will be investigated by school or College staff. If appropriate, action may be taken as above.

Advice to parents/carers

If you suspect your child is being bullied, please report your concerns to the class teacher or lecturer. The incident/s will be recorded by staff and monitored as detailed above.

In cases of serious bullying, parents/carers will be informed and will be invited to meet with staff to discuss the problem. Any bullying behaviour or threat of bullying must be investigated and stopped quickly. Efforts will be made to help the bully or bullies change their behaviour.

Please do not attempt to resolve the problem yourself, either by speaking to the person you think is the bully or their parents/carers, or by encouraging your child to act in kind. These actions will only make the problem harder to resolve.

OHC&AT is committed to working with parents and carers in the best interests of our pupils and students. We are always happy to hear any concerns you may have about your child's school or college experience. Contact information for all OHC&AT provision is available on the College and Academy websites.

FURTHER RESOURCES

Bullying UK (part of Family Lives)
0808 800 2222
<http://www.bullying.co.uk/>

Childline
0800 1111
<http://www.childline.org.uk/explore/bullying/pages/bullying.aspx>

Kidscape
<https://www.kidscape.org.uk/>

Coram Children's Legal Centre
0808 802 0008
<http://www.childrenslegalcentre.com>

Anti-Bullying Alliance
<http://www.anti-bullyingalliance.org.uk/>

Childnet – online safety resource that includes advice and guidance for young people/ parents and school staff on cyberbullying

<http://www.childnet.com/>

BBC resource – iWonder <http://www.bbc.co.uk/guides/zqgbgk7>

POLICY REVIEW DETAILS

<i>Version:</i>	1.0
<i>Reviewer:</i>	Janet Sherborne, John Prior
<i>Approval body:</i>	Family Board
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RELATED POLICIES

Child Protection (Safeguarding) Policy and Procedure
Health and Safety Policy
Equality and Diversity Policy
Positive Behaviour Policy
Relationships and Sex Education Policy
E-Safety Policy
Whistle Blowing Policy
Staff Code of Conduct
Exclusions Procedure