



**OUR LADY & ST. BEDE**  
CATHOLIC ACADEMY

**Our Lady and St Bede Catholic Academy**

**ANTI-HARASSMENT AND BULLYING POLICY**  
**PUPILS**

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## **POLICY TO COMBAT BULLYING - PUPILS**

### **Legal framework:**

- Educations and Inspections Act 2006 – section 89 requires that schools have measures in place to encourage good behaviour and prevent all forms of bullying
- Independent School Standard Regulations 2010 – Academies are required to ensure that an effective anti-bullying strategy is drawn up and implemented.
- The Equality Act 2010 and Equality duty April 2011- replaces the three public sector equalities duties for race, disability and gender and requires public bodies to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation.
- Safeguarding – under the Children Act 1989, a bullying incident should be addressed as a child protection concern where there is reasonable cause to suspect that a child is suffering, or likely to suffer, significant harm.
- Criminal Law – although bullying itself is not a criminal offence in the UK, it is important to bear in mind that some types of harassing or threatening behaviour (or communications) could be a criminal offence e.g. Protection from Harassment Act 1997 and the Malicious communications Act 1988

### **Rationale**

Our purpose at Our Lady and St Bede is to strive to become a genuine Christian Community by giving witness to the values of the Gospel. A community of this nature must provide a secure and caring environment for all who join the school: “love thy neighbour as thyself”  
Luke 10:27

### **Definition**

According to the DfE document ‘Preventing and Tackling Bullying – Advice for Head teachers, staff and Governing Bodies’ (DfE 2014), bullying may be defined as:

“Behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally”.

Specific types of bullying include those relating to:

- race, religion, culture or gender;
- SEN or disabilities;
- appearance or health conditions;
- sexual orientation;
- young carers or looked after children or otherwise related to home circumstances;
- sexist or sexual bullying.

It can take place between pupils, between pupils and staff, parents and staff or between staff; by individuals or groups; face-to-face, indirectly or using a range of cyber bullying methods.

Acts of bullying can include:

- name-calling;
- taunting;
- mocking;

- making offensive comments;
- kicking;
- hitting;
- pushing;
- taking belongings;
- inappropriate text messaging and emailing;
- sending offensive or degrading images by phone or via the internet e.g. via Social Networking sites;
- producing graffiti;
- gossiping;
- excluding people from groups;
- spreading hurtful and untruthful rumours.

Cyber bullying can be defined as the use of information and communications technology particularly mobile phones and the internet, deliberately to upset someone else. Cyber bullying that occurs while pupils are under the schools direct supervision will be dealt with in line with the Carmel Education Trust E-Safety Policy.

In cases where cyber bullying occurs while pupils are outside our direct supervision (i.e. at home), parents may decide to inform the School. Wherever possible we will support parents and may impose a sanction upon the pupil where this individual is recognisable.

Bullying is not a phenomenon which is confined to relationships between children, but can also characterise the relationships between adults or between adult and child. Serious instances of bullying may be viewed as child abuse.

As a School therefore we will undertake to:

- take all reasonable measures to protect the safety and well-being of pupils and staff, including preventing all forms of bullying (including bullying relating to race, religion, culture, homophobic bullying, bullying related to special educational needs, sexist bullying and the use of cyber technology to bully).
- deal effectively with reports and complaints about bullying.
- regularly make clear to pupils, parents and staff, that bullying, harassment and oppressive behaviour in any form is totally unacceptable and will not be tolerated;
- ensure that bullying, harassment and oppressive behaviour is dealt with quickly
- follow the guidelines outlined in the DCSF 'Guidance on Cyber-bullying to Support School Staff ' (issued 15 April 2009) to deal with instances of Cyber-bullying

#### **Bullying outside school premises:**

Teachers have the power to discipline students for misbehaving outside the school premises 'to such an extent as is reasonable' (see behaviour policy). This can relate to any bullying incidents occurring anywhere off the school premises, such as on school or public transport, outside the local shops, or in a town or village centre.

Where bullying outside of school is reported, it will be investigated and acted upon. In some cases, it may be appropriate to notify the police.

#### **Entitlement Statement**

All pupils on roll at Our Lady and St Bede are entitled to receive their education in a safe, secure and caring environment where the pupil's opinions are valued and their needs

recognised. In return for this, pupils will be expected to make a positive contribution to the School by responding to situations where his/her entitlement is put under threat.

All staff, parents, pupils and governors must understand that bullying is viewed seriously. Naturally the entitlement of the child as outlined in the previous paragraph is an expectation of every parent/guardian sending their child to Our Lady and St Bede. The bullied child is entitled to be listened to in confidence, in order that the facts of the situation are established and remedial measures taken to prevent repetition of the incident.

Both the child and his/her parents are entitled to know what action the School has taken in instances where bullying has been shown to have taken place.

The child who bullies is entitled to be listened to in order that the facts of the situation are established and must be reminded of the School code regarding bullying. He/she is entitled to know what action the School will take.

### **Awareness Raising/Preventive Measures**

Bullying is a covert activity and the extent to which it affects children's lives is difficult for adults to discover and therefore to appreciate.

The awareness of the problems associated with bullying (including cyber-bullying) and its anti-social, anti-School ethos nature must be raised at every opportunity, but especially through the following routes:

- Assemblies
- Curriculum, especially PSHE
- Pastoral system / Tutorial system
- Codes of Conduct and Statement of Partnership
- Attendance at courses by teaching staff and governors
- Advertising around the School
- Support for the National Annual Anti-Bullying Week Campaign

### **Whole School Procedures**

#### **Identifying and reporting concerns 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 behavior, such as becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, lacking concentration or truanting from school. Teaching and ancillary 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 behavior. 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 who will then refer the issue to the appropriate Head of Year.
- Contacting local and national support agencies for advice/support

Parents/carers are encouraged to report concerns about bullying and to support the school in tackling it. If they have any concerns they should contact the School and discuss this with the child's Head of Year.

### **Procedures**

The School has drawn up procedures to prevent bullying among pupils and is committed to bringing these procedures to the attention of staff, parents and pupils. However, if bullying is detected/reported, the following steps may be taken:

- If bullying of any sort is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached.
- A clear account of the incident will be recorded and given to the Head of Year
- The Head of Year will interview all concerned and will record the incident.
- Form Tutors will be kept informed and if it persists the Form Tutor will advise the appropriate subject teachers.
- Parents will be kept informed.
- When a suspected incident is reported or observed, the victim must be listened to and the facts established. An outline of the facts must be recorded carefully by the member of staff who observed the incident, or to whom the incident was reported – this must be done on an official referral Form.
- The victim must be reassured and told that action is going to be taken and the timescale pointed out. If appropriate, the victim must be told to report to a more senior member of staff.
- The member of staff must forward the recorded incident to the appropriate Head of Year as soon as possible and no later than the end of the day. Delay will allow essential information to be diluted or blocked by the alleged perpetrator.
- The Head of Year, with the aid of the victim's Form Tutor and the alleged bully's Form Tutor, must interview both individuals and allow them to provide a written account (independently of each other) of the incident.
- If the facts show that bullying has occurred then the parents of the bully must be informed of the serious nature of the offence and asked for their comments.
- Punitive measures will be used as appropriate and in consultation with all parties. Repeated instances of bullying will be referred to the member of the senior team for Pastoral Care and/or the Headteacher as appropriate.
- In serious, extreme cases, exclusion maybe the required solution. However, this course of action will only take place when all the facts have been established and a discussion has ensued between the Member of the senior team for Care, Guidance and Support and the Headteacher. If a serious physical assault takes place, parents must be informed immediately. In such an event, the Headteacher may inform the Police and Social Services as "child to child" violence is construed as child abuse.
- At all stages events must be documented and kept safely or passed onto the appropriate Head of Year for filing.

## **Pupils**

Pupils who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with a form tutor or member of staff of their choice.
- Reassuring the pupil.
- Offering continuous support.
- Restoring self-esteem and confidence.
- Referral by Head of Year to the Learning Mentors

Pupils who have bullied will be helped by:

- Discussing what happened.
- Discovering why the pupil became involved.
- Establishing the wrong doing and need to change.
- Informing parents or guardians to help change the attitude of the pupil.

The following disciplinary steps can be taken:

- Official warnings to cease offending.
- Detention.
- Exclusion from certain areas of School premises.
- Internal exclusion under supervision of Head of Year
- Minor fixed-term exclusion
- Major fixed-term exclusion.
- Permanent exclusion.
- Police involvement in serious incidents (e.g. if a crime has been committed).

## **Conclusion**

It must be emphasised to pupils that bullies can only operate behind a wall of fear and therefore can easily escape detection if bullying incidents are not reported. This attitude must change if bullying is to be overcome. We must create a "telling" culture, arising out of a listening and safe environment. The best way of discovering the extent of the problem is to question the pupils. The information required of them is where, how often, when is the bullying taking place and by whom.

Adults must provide good models of behaviour wherever possible minimising confrontation and encouraging respect by recognising the person of Christ in everyone by:

- Encouraging at all times the view that the School is a Christian Community where everyone is valued as each individual has a positive role to play.
- Encouraging consistency in all dealings with pupils especially when applying disciplinary procedures.
- Providing an appropriate curriculum for each pupil as well as an attractive and encouraging environment for the learning process to take place.
- Encouraging the notion that coping with bullying incidents is the responsibility of all members of staff, teaching and non-teaching.

The Member of the senior team for Pastoral Care will co-ordinate all matters relating to this policy.

### **Monitoring, Evaluation and Review**

The member of senior staff with Pastoral responsibility is the member of staff identified to lead on the implementation of the policy and act as the link person with the local authority.

Statistical information will be provided to the local authority, Governors and Directors of the MAT, as required.

The School will review this policy annually and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the School, co-ordinated by the member of the senior team for Pastoral Care.