



# THE HOLLINS

## **ANTI-BULLYING POLICY**

**Date Agreed : Autumn 2018**

**To Be Reviewed : Autumn 2019**

The Hollins aims to fully develop the potential and achievements of every student and we aim to nurture the emotional health and well-being of all members of our school community.

We are committed to providing a caring, friendly and safe environment for all our students so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all students should be able to tell and know that incidents will be dealt with promptly and effectively. We actively encourage students to report bullying and anyone who knows that bullying is happening is expected to tell staff.

Bullying is a repeated behaviour, where the intention of the bully or bullies is to hurt another person or persons. Victims of bullying find it difficult to defend themselves against bullying behaviour.

Bullying can be:-

- Emotional - being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Physical – pushing, kicking, hitting, punching or any use of violence
- Sexual – unwanted physical contact or sexually abusive comments
- Homophobic – because of, or focusing on the issue of sexuality
- Verbal – name-calling, sarcasm, spreading rumours, teasing
- Cyber – all areas of internet, such as email, chat rooms, facebook etc. Mobile threats by text messaging and call. Misuse of associated technology i.e. camera and video facilities.

### **Objectives of this policy**

- All governors, staff, students and parents should have an understanding of what bullying is
- All governors, staff, students and parents should be aware of the school's policy and follow it when reporting bullying or if bullying arises
- Bullying will be taken seriously and students and parents should be assured that they will be supported when bullying arises

### **Limits of the policy**

This policy is for the whole school community and is designed to protect individuals from bullying whilst participating in school life. We do recognise that bullying may occur outside of the school day, and when this happens we still recognise the impact this may have on a child and will respond where appropriate and will try to resolve issues where it is reasonable for us to do so. Obviously it may be that incidents occur outside of school which are beyond its control, however we would offer support and advice if this is deemed to be appropriate.

### **Reporting and recording procedures**

All students must feel comfortable and be able to report incidents which concern them. Students should be able to seek help from appropriate people in school and for this reason clear reporting systems need to be in place and students should have a range of options available to them. It is

expected that concerns or incident reports may come from a variety of sources, but all should be dealt with respectfully and gathered centrally.

Students may report bullying to any member of staff, and it is to be clearly signposted through school who can be contacted to ensure that students are able to disclose concerns easily.

#### Points of contact for students

- Buddy prefects
- Form Tutors
- Year coordinators
- Subject teachers
- Pupil support workers
- Teaching assistants
- Support staff

Bullying is also covered on the first term in Year 7 PSHE, with SLT assemblies also advising students who they can report bullying to.

This is revisited during November's anti-bullying week.

**All incidents of reported bullying must be brought to the attention of the Year Coordinator.** Year coordinators will investigate and respond appropriately. The manner in which a case is dealt with will depend very much upon the circumstances surrounding the incident. In all cases the desired outcome will be to end the bullying and put measures in place which are designed to ensure that it does not happen again. SIMS/CPOMS will hold a central record of all bullying incidents.

#### **Parental concerns**

Parents should contact the appropriate Year Coordinator if they have any concerns regarding an incident of bullying. If parents are concerned about the manner in which a case of bullying has been dealt with they should contact the Year Coordinator to hopefully resolve any outstanding issues. If parents still have concerns they should contact the Deputy Headteacher (Student Welfare) or the Headteacher. If parents are unhappy with the Headteacher's decision they may write to the Chair of Governors c/o school.

#### **Sanctions**

Each case will be dealt with on an individual basis and the school has a range of sanctions which may be applied. In all cases the desired outcome will be to stop the bullying from continuing. A range of sanctions from an individual discussion to an exclusion will be issued as considered appropriate.

## **Support, intervention and prevention**

We will always support students and families and we have a comprehensive support/intervention system in place to ensure that every child feels safe and happy in school.

- Two full time Pastoral Support Managers
- Counselling services
- Buddy system
- Quiet room
- Teaching assistant support
- School nurse
- Form Tutors
- Year Coordinators
- Senior Leadership Team (SLT) open door policy
- CCTV
- Weekly meeting between Attendance Improvement Worker and Year Coordinators
- Special Educational Needs Manager and Educational Psychologist
- Supervised breakfast
- School Council
- Personal Social Health Education (PSHE) programme
- Neighbourhood Policing Team

We have many systems in place which are designed to make students feel safe in school and also to prevent incidents from occurring. A buddy prefect system operates to ensure the most vulnerable students have a voice and benefit from student support. Unstructured times are supervised by welfare assistants and teaching staff in addition to a member of SLT. CCTV cameras are active in most areas of the school which provides a feeling of security and safety for all. Pastoral support managers are available throughout the school day, they deliver one to one mentoring sessions and deliver group sessions to improve social skills and self esteem. We also have a rich PSHE programme at KS3 and KS4 dealing directly with bullying, prejudice and discrimination.

Intervention will depend upon the nature of the incident, it may be that the issue can be resolved by the form tutor, it may need year coordinator or SLT involvement. Some incidents may require the input of the pupil support workers or counselling services. In certain cases, through liaison with the SENCO, the services of an educational psychologist (with parental consent) may be appropriate to develop a 'circle of friends' designed to build self esteem. In all cases the desired outcome will be to prevent bullying, protect and empower vulnerable individuals and to modify the behaviour of those who have bullied.

## **Appendix 1**

### **Advice and guidance for parents**

#### **For parents**

Watch for signs of distress in your children. There could be an unwillingness to attend school, a pattern of headaches or stomach aches, equipment that has gone missing, request for extra pocket money, damaged clothing or bruising.

Take an active interest in your child's social life. Discuss friendships, how playtime is spent and the journey to and from school.

If you think your child is being bullied inform the school immediately and ask for an interview with the Year Coordinator. Furthermore, when discussing the problem with your son/daughter follow the advice given for victims.

Keep a written record if the bullying persists. It will be painful but it will provide supportive evidence regarding WHO, WHAT, WHERE and WHEN.

With the Year Coordinator devise strategies that will help your child and provide him/her with support inside and outside school.

Do not encourage your child to hit back. It will only make matter worse. Such behaviour could be contrary to your child's nature. More positively, encourage your child to inform a member of staff.

#### **For both victims and parents**

The following guidelines are for parents who know that their son or daughter is being bullied.

- First, tell your son or daughter that there is nothing wrong with him/her. He/She is not the only victim.
- Contact the school if you feel your son or daughter is being bullied.
- Together identify those places where the bullying takes place and work out a way to avoid them. If this is not possible, advise that he/she makes sure that there are other trusted people about. If they are not to be trusted, someone should be told.
- Advise your son or daughter not to try to buy the bully off with sweets or other "presents", and not to give in to demands for money.
- Together with the Year Coordinator and your son or daughter work out a plan of action. Should the bullying be repeated the plan must be followed and the Year Coordinator told that it has happened again.

## Appendix 2

### Signs and symptoms

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

- is frightened of walking to or from school
- doesn't want to go on the school / public bus
- begs to be driven to school
- 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
- feels ill in the morning
- begins to do poorly in school 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 dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home starving (money / lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying 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 mobile phone
- is nervous and jumpy when a cyber message is received

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