

# The Phoenix Collegiate



## Anti-Bullying Policy

Issued by/responsible person: Paul Harris	Issue No: 1	Review frequency: every 3 years
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Approval requirement agreed at FGB on 13/11/17: this policy needs to be approved by governor in charge of Behaviour, Safety and Engagement portfolio		

# THE PHOENIX COLLEGIATE – ANTI-BULLYING POLICY

## Introduction

Every person at The Phoenix Collegiate has the right to enjoy learning, teaching and working free from intimidation, both in school and the surrounding community. This includes students, staff, parents and visitors.

This policy is drawn up in collaboration with staff, students, parents and governors of the school.

## Why is an anti-bullying procedure necessary?

The Phoenix Collegiate believes that its students have the right to learn in a supportive, caring and safe environment without the fear of being bullied.

Our school has a clear policy on the promotion of good citizenship, where it is made clear that bullying is a form of antisocial behaviour. It is wrong and won't be tolerated.

## Aims

To state and advertise regularly and quite clearly the school stance on:

- The prevention of bullying
- The reporting of bullying
- The recording of incidents of bullying
- Supporting the victim
- Supporting the bully
- Sanctions
- Communication with those involved in bullying

To ensure that **vulnerable groups** are given careful consideration when it comes to the prevention of bullying where students are classed as:

- Learners with Special Educational Needs /Learning Difficulties and Disabilities
- Looked after children in education – LACE
- Children and young people living in poverty
- Excluded students, and those at risk of exclusion

- Students with behaviour and attendance issues
- Gypsy, Roma and Traveller students
- Asylum seekers, refugees and new migrants
- Young carers
- Young offenders
- Young people with mental health issues and medical needs
- Young people not in Education, Employment or Training (NEET)
- Teenage parents

**Students have a high level of confidence in care for students stating that it is good or better for students affected by bullying. (survey data)**

### **Anti-bullying, Safeguarding, Special Needs and Acceptable Internet Usage.**

The school anti bullying policy and associated staff training is developed in line with the school safe guarding, SEND and AUP policies and training and should be read in conjunction with these policies as there are coordinated links between the 4 areas.

### **Pupil Premium.**

Staff data sheets include all identified Pupil Premium students to allow directed learning support including anti bullying support.

### **What is Bullying?**

Behaviour which is deliberate, repeated and knowingly done to have a negative impact on a person's feelings, health or happiness.

Bullying can be:-

a) **Physical**

A punch, pinch, kick etc.


- b) **Verbal**  
Name-calling directed at specific focus identified by the bully.
- c) **Racist**  
Directed at ethnic origin, skin colour, accent.
- d) **Gender focussed**  
Homophobic, gender variant comments.
- e) **Exclusion**  
Not being allowed to be involved in discussions/activities with others.
- f) **Damage to property or theft**  
Personal items are damaged or taken.
- g) **Cyber bullying**  
Comments made via text, email or chat room links. \*
- h) **Homophobic / transgender**  
Comments about sexual tendency behaviour.
- i) **Focussed at vulnerable groups**  
Comments made to students who would be classed as within an identified school vulnerable group eg. physical/social disability, personality.

\* Where social networking incidents of bullying are deemed by the school to be serious the school will liaise with and involve the police in resolving the matter. The school via carer contact will set up robust actions following any form of cyber bullying where the bully will experience agreed sanctions that will prevent further similar behaviour.

**2% of our student population have experienced a genuine form of bullying during the year. (survey data)**

## **Prevention**

The school is committed to removing bullying and the school will:


- Raise regular awareness of the school on line  reporting facility so the potential bully and the potential victim are always aware that help, support and action will follow any reported bullying.

- Remind students regularly of the need to report all incidents of bullying at once directly or indirectly to an adult.
- Have an anti-bullying week every year to promote the schools anti-bullying policy.
- Register for and work towards gaining accreditation for the National UK Quality Award for Anti Bullying.
- Deliver anti-bullying lessons in Citizenship and other relevant subject areas including PSHE and assemblies.
- Include drama groups from within and beyond school to deliver the school anti bullying messages.
- Ensure school council is central in setting anti bullying expectations, running key events and acting as trained peer mentors in resolving incidents of bullying as part of the Sandwell ABI.
- Ensure effective break time supervision rotas are in place with clear duty team member responsibilities.
- Hold regular lunchtime supervisory team meeting with SLT link to include reinforcement of school anti bullying procedures.
- Maintaining and improving the school environment.
- Deliver training to staff on the anti-bullying policy and other associated issues.
- Have an anti-bullying display board promoting the reporting of bullying.
- Ensure that when required parents have a copy of the anti-bullying policy sent to them and available on the school website.
- Translate the anti-bullying policy into relevant languages.
- Display posters defining bullying and how to report it around school.
- Enforce the mobile phone policy where student mobiles are banned from use from 8.40am to 3.00pm where misuse results in confiscation and secure school safe storage. Parents will need to collect the phone on repeated policy abuse by a student.
- Implement various reporting strategies for both students and parents.

**Direct verbal bullying is stated by students as being the main form of bullying experienced with cyber bullying causing 25% of incidents. (survey data)**

## **Reporting**

Students will know they have a right to report bullying and staff will expect to be approached to have bullying reported and this is reinforced regularly. The school will:

- Provide a clear framework for students to report instances of bullying. This will include email, phone, text, verbal, bully box etc.
- Use its online  reporting system for students with email alert to dedicated SLT members with structured follow up communication and involvement of key staff.
- Carry out surveys on bullying each year during anti-bullying week.
- Provide training to staff in how to deal with the disclosure about bullying.
- Deal with any disclosure sensitively and with a guarantee about anonymity if this is requested
- In order to ensure the accuracy of reporting, written testimony will be taken from the victim, the perpetrator and any witnesses. These will be treated sensitively and kept confidential.

We would strongly advise parents to inform us as soon as possible of any concerns so that we can work through the situation together.

**More students state that they have reported bullying to an adult in school than had reported bullying to an adult at home. (survey data)**

## **Recording**

All bullying incidents are recorded. This information is provided to the Local Authority on a regular basis. The following information will be recorded:

- The victim's name
- The perpetrator's name
- Their form/class
- If a student is a 'Looked after child' (LACE)
- Whether or not they wish to remain anonymous

- Brief details of the alleged incident
- Who dealt with the matter
- What action was taken
- Whether the victim communicated if they were satisfied with the school's response to the incident

### **Victim support**

The school recognises how traumatic being the victim of bullying can be. We are committed to providing each victim with the support they need to continue with their education in an environment free from the fear of bullying. In order to do this the school will:

- By offering them an immediate opportunity to talk about the experience
- Informing the victim's parents/carers
- Discuss with the parents/carers what support they feel their child needs
- By offering continuing support when they feel they need it
- Make referrals to external agencies if necessary
- Arrange for them to be escorted to and from the school
- Offering a meeting with the perpetrator of the bullying
- By taking one of the four disciplinary steps described below to prevent more bullying

**Students who reported bullying stated that the bullying was then resolved by school as long as staff remained engaged in incidents. (survey data)**

### **Support for the bully**

The school recognises that bullying can damage the education of the perpetrator as well as the victim. Students that bully will be offered a range of support. This may include some of the following:

- Supervised break times
- A report card
- A behaviour action plan

- A pastoral support plan
- A referral to the schools learning support unit
- A referral to an external agency
- A referral to the schools community police officer

## **Sanctions**

It is important for the victim of bullying, the perpetrator, and the school community as a whole, that there are clearly defined consequences for any act of bullying. Each case will be dealt with individually, but the sanction process at the school is

Stage	Action
1	Bully spoken to and strategies listed above may be implemented
2	Bullies parent/carers invited to school to discuss the behaviour. Strategies listed above may be implemented
3	Fixed term exclusion for bully. Parent meeting. (May include governor representation)
4	Permanent exclusion / Referral to A+R Panel



## **Communication**

Whenever an allegation about bullying is made by parents, form teacher and year leader of both victim and bully will be informed. In cases of extortion the schools community police link officer will be informed.

## **Some helpful advice**

### **Students**

Remember that your silence is the bully's greatest weapon!!

- Generally it is best to tell an adult you trust straight away. You will get immediate support.
- Tell yourself that you do not deserve to be bullied, and that it is WRONG!
- Be proud of who you are. It is good to be an individual.
- Try not to show that you are upset. It is hard but a bully thrives on someone's fear.
- Stay with a group of friends. There is safety in numbers.
- Be assertive – say 'NO' and walk confidently away. Go straight to a teacher or member of staff.

Teachers will take you seriously and will deal with bullies in a way, which will end the bullying and not make things worse for you.

### **If you know someone is being bullied-**

Take action!! Watching and doing nothing looks as if you are on the side of the bully. It makes the victim feel more unhappy and on their own. Tell an adult immediately. Teachers have ways of dealing with the bully without getting you in trouble

### **As a parent /carer**

- Look for unusual behaviour in your children. For example they may suddenly not wish to attend school, feel ill regularly, or not complete work to their normal standard
- Always take an active role in your child's education. Enquire how their day has gone, who they have spent time with, how lunchtime was spent etc.
- If you feel your child may be a victim of bullying behaviour, inform the school IMMEDIATELY. Your complaint will be taken seriously and appropriate action will follow
- It is important that you advise your child not to fight back. It can make matters worse!!
- Tell your child there is nothing wrong with them. It is not their fault they are being bullied
- Make sure your child is fully aware of our school policy concerning bullying and they should not be afraid to ask for help