ANTI-BULLYING PROTOCOL

Position and values

This protocol will help staff to achieve the vision of the school. Our vision is for Newent Community School and Sixth Form Centre to be a thriving and supportive community underpinned by mutual respect. We strive for excellence by providing a challenging, stimulating, creative and diverse learning environment that enables us all to become the best we can be."

This will ensure that the school provides an environment where every child can feel:

- safe
- healthy
- able to enjoy and achieve
- able to contribute to future economic well-being
- able to make a positive contribution.

To protect the rights of all children to have a safe and secure learning environment Newent Community School and Sixth Form Centre will continuously work towards preventing acts of bullying, harassment, and other forms of aggression and violence as these behaviours are unacceptable and interfere with both our school's ability to educate children and a child's ability to learn. If such a case arises, the staff at Newent Community School and Sixth Form Centre will follow the anti-bullying guidelines laid out in this protocol. This will enable staff to:

- identify children displaying unacceptable behaviour and know how to support them in order that they develop the necessary skills to participate in the school community effectively and positively
- keep all other children safe, happy and confident
- identify signs that indicate that a pupil may be experiencing bullying but are not reporting it.

Clarification of terms

Definition of bullying

Bullying is defined as the repetitive, intentional harming of 1 person or group by another person or group, where the relationship involves an imbalance of power.

Bullying is, therefore:

- Deliberately hurtful
- Repeated, often over a period of time
- Difficult to defend against

Bullying can include:

Forms of bullying

- **Physical**: Deliberately hurting particular children on a regular basis
- **Verbal:** Deliberately hurting feelings through name-calling etc.
- **Ostracising:** Making someone feel left out and different by deliberately setting out to exclude them

There are many different kinds of bullying including:

- bullying related to race, religion or culture

- bullying related to special educational needs
- bullying related to appearance or health
- bullying related to sexual orientation
- bullying of young carers or looked after children, or related to home problems
- sexist or sexual bullying
- cyber bullying

Definition of cyber-bullying

Cyber-bullying is the use of technology such as mobile phones, email, chat rooms or social media sites such as Facebook and Twitter to harass, threaten, embarrass, intimidate or target a child. Unlike physical bullying, cyber-bullying can often be difficult to track as the cyber-bully (the person responsible for the acts of cyber-bullying) can remain anonymous when threatening others online, encouraging them to behave more aggressively than they might face-to-face.

Types of cyber-bullying

- **Flaming:** Online fights usually through emails, instant messaging or chat rooms where angry and rude comments are exchanged.
- **Denigration:** Putting mean online messages through email, instant messaging, chat rooms, or websites set up to make fun of someone.
- **Exclusion:** Intentionally leaving someone out of a group such as instant messaging, friend sites, or other online group activities.
- **Outing:** Sharing secrets about someone online including private information, pictures, and videos.
- **Trickery:** Tricking someone into revealing personal information then sharing it with others.
- **Impersonation:** Pretending to be someone else when sending or posting mean or false messages online.
- **Harassment:** Repeatedly sending malicious messages to someone online.
- **Cyber-stalking:** Continuously harassing and denigration including threats of physical harm.

Actions NOT considered to be bullying

All children have upsets and squabbles; these are not classed as bullying and are dealt with through the Behaviour Policy. Actions not considered to be bullying are:

- not liking someone
- being excluded (unintentionally)
- accidentally bumping into someone
- making other kids play things a certain way
- a single act of telling a joke about someone
- arguments
- expression of unpleasant thoughts or feelings regarding others
- isolated acts of harassment, aggressive behaviour, intimidation, or meanness.

Reasons for bullying

Some reasons why children might bully someone include:

- they think it's fun, or that it makes them popular or cool
- they feel more powerful or important, or they want to get their own way all the time
- they feel insecure or lack confidence or are trying to fit in with a group
- they are fearful of other children's differences
- they are jealous of another child

- they are unhappy
- they are copying what they have seen others do before, or what has been done to them

The effects of bullying

All forms of bullying cause psychological, emotional and physical stress. Each child's response to being bullied is unique, however some signs that may point to a bullying problem are:

- depression and anxiety
- increased feelings of sadness, helplessness, decreased self-esteem and loneliness
- loss of interest in activities they used to enjoy
- unexplainable injuries
- lost or destroyed clothing, books, electronics, or jewelry
- frequent headaches or stomach aches, feeling sick or faking illness
- changes in eating habits, like suddenly skipping meals or binge eating. Children may come home from school hungry because they did not eat lunch
- difficulty sleeping or frequent nightmares
- declining grades, loss of interest in schoolwork, or not wanting to go to school
- sudden loss of friends or avoidance of social situations
- self-destructive behaviors such as running away from home, harming themselves, or talking about suicide.

Roles and responsibilities

The Education Act 2002, Education and Inspections Act 2006 and Equalities Act 2006 all make reference to a school's legal responsibility to prevent and tackle bullying. By law, all state schools must have a Behaviour Policy in place and displayed on their website and must also follow anti-discrimination law. This means staff must act to prevent discrimination, harassment and victimisation within the school.

Newent Community School and Sixth Form Centre have also developed this anti-bullying protocol, a copy of which is available from the school and on the school website for parents, staff and students to access when and as they wish.

Schools have the legal power to make sure students behave and do not bully outside of school premises, for example on public transport or in nearby public communal areas. If seen as appropriate the Principal or staff can choose to report bullying to the police or local council. During school hours, including while students are taking part in school visits, after school clubs and cyber bullying the school has direct responsibility to ensure children feel safe and secure.

The role of Trustees

The Board of Trustees supports the Principal in all attempts to eliminate bullying from the school. The Board of Trustees will not condone any bullying at all, and any incidents of bullying that do occur will be taken very seriously and dealt with appropriately.

The Board of Trustees monitors incidents of bullying that do occur and reviews the effectiveness of this protocol regularly. The Trustees require the Principal to keep accurate records of all incidents of bullying and to report to the Trustees on request about the effectiveness of the school's anti-bullying strategies.

A parent/carer who is dissatisfied with the way the school has dealt with a bullying incident can make a complaint to the chair of Trustees. The complaint will be dealt with in accordance with the Complaints Procedure and Policy which can be accessed from the school's website.

The role of the Principal

It is the responsibility of the Principal to implement the school's anti-bullying strategy, to ensure that all stakeholders are aware of the school policy, and that they know how to identify and deal with incidents of bullying. The Principal will report to the Board of Trustees about the effectiveness of the anti-bullying protocol on request. Although the Principal has overall responsibility, they may have nominated a staff member to implement the anti-bullying protocol.

It is the Principal (or designated member of staff) who must ensure that all children know that bullying is wrong, and that it is unacceptable behaviour in school. The Principal will draw the attention of children to this fact at suitable moments. For example, the Principal may decide to use an assembly as the forum in which to discuss with the children why bullying is wrong.

The Principal will ensure that all members of staff receive sufficient training to be equipped to identify and deal with all incidents of bullying.

The Principal will set the school climate of mutual support and praise for success, so making bullying less likely. When children feel they are important and belong to a friendly and welcoming school, bullying is far less likely to be part of their behaviour.

The role of the staff

Members of staff will do all that they can to eradicate bullying; they will ensure that they follow the school's anti-bullying protocol.

All members of staff will routinely attend training that equips them to identify bullying and to follow school policy and procedures with regard to behaviour management.

Staff will use a range of methods to help prevent bullying and to establish a climate of trust and respect for all. They will use drama, role-play, stories etc. within the curriculum, to help students understand the feelings of bullied children and to practise the restraint required to avoid lapsing into bullying behaviour. Ring fenced time will also be used to praise, reward and celebrate the successes of all children (such as celebration evenings or assemblies) and thus to help create a positive atmosphere.

Members of staff will keep a vigilant watch on suspected 'bullies'; any incidents will be handled carefully. It is important that the child responsible for initiating the bullying is dealt with appropriately. The person dealing with the incident will need to collect all the relevant information and then provide the Principal with a copy in order that he/she can decide on an action. All cases are individual and various strategies will be employed by the Principal to address the issue.

Teachers and support staff will do all they can to support a child who is being bullied.

Bullying in the workplace

Incidents, where it has been deemed that a member of staff has been bullying a child, will be taken very seriously. The Principal, with the support of the Board of Trustees, will deal with this; formal action will be taken where necessary. Such action will also be taken if it is deemed that a member of staff is bullying other members of staff.

In the event of the Principal being involved in such incidents, reports will be given immediately to the chair of Trustees who will also take formal action where necessary.

If you are a member of staff who is experiencing bullying (by other adults or students), you should inform your line manager, a member of the senior leadership team or your union representative as soon as possible. You can contact the Trustees if you feel the situation is unresolved. For visitors to the school, any concerns should be directed to the Principal (or other appropriate member of staff).

The role of parents/carers

Parents/carers, who are concerned that their child might be being bullied or who suspect that their child may be the perpetrator of bullying, should contact their child's tutor, head of house or Vice Principal (Inclusion) immediately in a calm manner. If they are not satisfied with the action taken they should contact the Principal. If they remain dissatisfied, they should follow the procedure detailed above. Parents/carers have a responsibility to support the school's anti-bullying protocol by actively encouraging their child to be a positive member of the school and this expectation of support is outlined in the home/school agreement.

The role of students

Students are encouraged to tell somebody they trust such as their tutor, a teacher, head of house, senior leader etc. if they are being bullied, and if the bullying continues they must keep on letting people know; the children are taught several strategies to help them with this.

Students are also encouraged to participate fully in activities that raise their awareness about bullying in order that they clearly understand what to do if they, or another child, are being bullied.

Cyber bullying

Newent Community School and Sixth Form Centre has a separate protocol related to e-safety addressing the use of mobile technology, social media, appropriate online activity, security, access and monitoring procedures in place. The ICT code of conduct is displayed prominently in all ICT classrooms and is explained and discussed with students in assemblies, PSHE classes and IT classes.

Reporting, sanctions and monitoring

All members of Newent Community School and Sixth Form Centre are encouraged to challenge all forms of bullying including prejudice-based bullying if they come across it.

How to report bullying

1. An incident can be reported using our online portal, the anti-bullying boxes, or by reporting to a member of staff.
2. The Inclusion Lead has overall day-to-day responsibility for dealing with reported incidents and will forward details to the relevant member of staff to investigate.
3. Alternatively, any member of staff can be approached to report incidents of bullying, and they in turn will report to the Inclusion Lead.

Procedures

The following steps must be taken when dealing with incidents of bullying:
1. If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached, or who suspects/observed the bullying.
2. The Inclusion Lead must be informed immediately
3. A clear account of the incident will be recorded in writing either by the victim or the member of staff recording the victim's verbal statement
4. The Inclusion Lead will interview all concerned and will record the incident on MyConcern

5. Parents will be kept informed by the Head of House
6. Subject teachers will be kept informed and asked to monitor the situation
7. A range of sanctions will be used as appropriate and in consultation with all parties concerned. These sanctions could include: verbal or written warnings, restrictions of break and lunchtime activities, fixed term and in the event of persistent bullying, permanent exclusion. Where appropriate the Principal may inform the police. Such incidents include:
   - violence or assault,
   - theft
   - repeated harassment or intimidation, for example name calling, threats and abusive phone calls, emails or text messages
   - hate crimes.
8. There will be a biannual audit and analysis of incident logs and interventions to continually improve practice.

This school has set procedures to follow in implementing sanctions where a bullying incident has occurred, as described above sanctions are applied in appropriate proportion to the event. In the event of all other avenues being exhausted, or in particularly serious cases that lead to exclusion, Trustees will examine the evidence that a wide range of strategies had been tried and failed to affect a positive change in the bullying behaviour.

<u>Monitoring, evaluation and review</u>

1. Trustees, the Vice Principal (Inclusion) and relevant staff will review this protocol biannually and assess its implementation and effectiveness. The protocol will be promoted and implemented throughout the school.
2. The school 'student voice' will review the effectiveness of the protocol biannually and their views given to the Principal.
3. An approved DfE student questionnaire will be given to a representative cross section of students every year. The resulting data will be considered in the annual protocol review and reported to Trustees
4. A record of all such incidents will be kept both centrally and on students' files
5. The numbers of incidents will be reported to Trustees annually or provided to them at any time on request
6. Bullying data will be analysed to reflect and re-design further strategies to improve procedures

Strategies to reduce bullying

Newent Community School and Sixth Form Centre has adopted a range of strategies to prevent and reduce bullying, to raise awareness of bullying and support victims and those displaying bullying behaviour, including:

- the consistent promotion of the school's code of behaviour which requires all students to respect the rights of others
- the reinforcement of the clear message that violence has no place at Newent Community School and Sixth Form Centre
- consultation with the 'Student Voice' on appropriate action
- take part in initiatives such as Anti-Bullying Week
- training for all members of staff on anti-bullying protocol and strategy
- the supervision by school staff of all play areas at lunch times and breaks
- buddying system for Year 7 Students
- providing information to all parents on the symptoms of bullying and the steps to take if the suspect their child is being bullied
- a clear protocol of mobile phones not permitted to be in use during school hours
- the celebration of all student's backgrounds and cultures through assemblies
- the training of a cross section of students as anti-bullying ambassadors through the Diana Awards
- during assemblies and PHSE learning sessions discuss and explore bullying issues with the children
- raising awareness of cyber bullying and teaching children to safely use technology (including mobile

phones, email, internet)
- all websites accessed in school are screened. This software screens the language used in all documents, emails and websites. Rude or offensive emails, websites, documents are sent to the Principal. Action will be taken and recorded
- effective recording systems
- work with multi-agency teams including police and children's services as appropriate
- contact the parents of both the child being bullied and the bully
- challenge sexual content within verbal abuse especially challenging the word 'gay' and other homophobic language.

Monitoring and review

The Senior Leadership Team shall review this protocol from time to time to ensure that it meets legal requirements and reflects best practice.   If you have any questions about this protocol please contact the Principal or Business Manager.

The School will continue to review the effectiveness of this Protocol to ensure it is achieving its stated objectives.

Date of review

March 2023

Useful websites
www.bullying.co.uk
www.anti-bullyingalliance.org.uk
www.childline.org.uk
www.kidscape.org.uk
www.each.education
www.youngminds.org.uk
www.youngstonewall.org.uk
www.nspcc.org.uk
www.stoptextbully.com
www.beyondbullying.com
www.childnet-int.org
www.cyberbullying.org
www.chatdanger.com
www.thinkuknow.co.uk

Linked Policies
Behaviour Policy
Suspension and Exclusion Protocol
Safeguarding Policy
Complaints Policy