



# Anti-Bullying Policy

## Coombe Boys' Schools

### Equality Analysis Impact

Title of Policy: **Anti-Bullying Policy**

Considered at Governors' Committee meeting: **Pastoral**

Date Reviewed: June 1999, May 2002, November 2005, January 2006, November 2007, January 2010, March 2014, June 2016, June 2018  
Next Review – Summer 2018

### Is there relevance to equality?

- 1 Does the policy have an adverse effect on employees, students or the wider community and therefore have a significant effect in terms of equality? If yes, then please answer questions 2 and 3. **Yes/No**
- 2 Does the policy have an adverse effect upon a group with protected characteristics? (Age, Disability, Gender reassignment, Marriage/Civil partnership, Pregnancy/Maternity, Race, Religion or belief, Sex, Sexual orientation) **Yes/No**
- 3 Does the policy affect one or more of the equality objectives set by the school? (Please refer to the Equality Policy) **Yes/No**

If the answer to question 2 or 3 is yes, a full equality analysis will need to be completed by the SLT Lead before the next committee meeting.

Please detail the objective and explain the relevance of the policy to the objective and protected characteristics below.

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# **Coombe Boys' School**

## **Anti-Bullying Policy**

**2018-19**

## **Vision Statement**

At Coombe Boys' School, all members of the school community should have a sense of responsibility and mutual respect for others. These values engender a safe, caring and friendly learning culture. We acknowledge that all institutions contain individuals with the potential for bullying. This type of behaviour is not tolerated; it undermines the values central to the school and is a crime that schools and the police take seriously. The Protection from Harassment Act 1997 makes it 'a criminal offence to pursue a course of conduct amounting to harassment of a person or which causes a person to fear that violence will be used against them.'

This policy should be used alongside Coombe Boys' School Behaviour Policy, the School Improvement Plan, the Equal Opportunities Policy, the Staff Handbook, Spiritual, Moral, Social, and Cultural education (SMSC), promoting British values and the PSHE schemes of work.

## **Statement of Intent**

This policy is intended to help prevent all forms of bullying in this community and ensure that members of the school behave in a respectful way towards others. Providing a safe and happy place to learn is essential to achieving school improvement, raising achievement and attendance, promoting equality and diversity, and ensuring the safety and well-being of all members of the school community. Members of the school should:

- prevent, de-escalate and/or stop any continuation of harmful behaviour;
- react to bullying incidents in a reasonable, proportionate and consistent way;
- safeguard the person who has experienced bullying and trigger support for that person;
- apply disciplinary sanctions to the person causing the bullying and ensure that he/she learns from the experience, possibly through multi-agency support;
- use restorative justice when a bullying incident has occurred and work with the bully to enable them to understand their actions and why this is not acceptable;
- to work with parents and carers to help the both the victim and the bully.

This policy and accompanying procedures are an integral part of safeguarding and personal well-being which aims to support the 'Every Child Matters' outcomes.

## **What is Bullying?**

The Government defines bullying as 'behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally'. A person can be bullied for a variety of reasons including race, religion, culture, special educational needs, gender, disability, appearance, health conditions, sexual orientation or home circumstances.

Bullying can take place between students, between students and staff or between staff; by individuals or groups; face to face, indirectly or using a range of methods. In line with this statement, some identified bullying behaviour categories are listed below (please note this list is not exhaustive):

- Exclusion – ignoring, staring, obviously whispering about someone, not attempting to stop or prevent an incident, etc
- Psychological bullying – name calling, swearing, threatening, spreading rumours, offensive comments, etc
- Physical bullying– pushing, kicking, spitting, damage or theft of property etc
- Cyber bullying – inappropriate use of the Internet, mobile phones, video, email, chat rooms, gaming etc
- Direct verbal bullying – threats, insults, nasty teasing etc
- Bystanders – there is no such thing as an innocent bystander in these circumstances. A bystander could be an associate who actively joins the bullying, a re-enforcer who gives positive feedback by smiling, laughing or an outsider who stays silent and thereby condones or collude with the bully.

At Coombe we do not tolerate the movement of large groups on the school site and when travelling to and from school. Congregating in large groups is also unacceptable. This can make others feel intimidated

and/or uncomfortable. Students deemed to be doing this will be spoken to and appropriate sanctions applied, if required.

### **Reporting and Recording Bullying**

Students are asked to tell a peer mentor, prefect, or sixth form volunteer or member of staff whenever an act of unkindness occurs; this will be treated with confidence. They also could tell someone outside of school they trust to report the incident.

Staff should endeavour to be vigilant in looking for early signs of distress in students or staff such as deterioration of work, spurious reasons for absence or changes in behaviour. If staff feel they have any concerns about students they should tell either the Head of Year or the Assistant Head Teacher.

Anti-bullying is promoted regularly through various aspects of the curriculum and Student Voice activities; these include SMSC and Citizenship, school and year assemblies, 'Thought for the Week', Active Tutorial sessions, Student Council and school events. Every year the school will promote anti bullying week with an assembly and an active tutorial. Staff will receive training on an annual basis either in a staff meeting or through Head of Year meetings. SLT will review the anti-bullying policy annually and take part in training on dealing with issues such as derogatory language and cyber bullying.

It is made clear that it is everybody's responsibility to report bullying behaviour. There is information in the students' planner (see Appendix A) which states clearly what bullying is and gives examples of unacceptable bullying behaviours, together with recommended websites to contact for advice.

All staff are trained to report bullying using the Behaviour Watch system in school. Different kinds of bullying may require different outcomes.

Staff are on duty at key times during the day including lunch and break times.

Any bullying incidents must be recorded on Behaviour Watch including the name of the victim. Parents must be informed of any incidents that have occurred and the outcomes. The Head of Year must ensure this has happened.

Parents are encouraged to contact the Head of Year should their child report bullying incidents in school. These complaints should be dealt with promptly.

Anti-bullying work is regularly monitored and evaluated by the Heads of Year and the Pastoral Team. If bullying persists, further strategies will be taken, using a multi agency approach to support. The school makes use of the Police Safer Neighbourhoods team and other visiting speakers to promote Anti-bullying. All peer mentors, prefects and sixth form mentors receive training on how to deal with issues and they are aware of the expectations they must abide by.

### **Responding to Bullying**

Coombe Boys' School has a pro-active and positive approach in the prevention of bullying and strategies for dealing with individual incidents. An established support network provides counselling for the 'bullied person'. If we are to stop bullying we must not only punish inappropriate behaviour, but also try to change behaviour patterns of those who feel the need to bully others. It should be noted that the same person can adopt different roles at different times or indeed at the same time and also that some people are more vulnerable to bullying than others.

If an incident is reported, a thorough investigation will be carried out. Members of staff, peer mentors (trained Year 9 students) or Year 11 prefects will listen to all parties and any witnesses. The perceived bullied person(s), bully(ies), witness(es) and bystanders will be interviewed and written accounts taken. In all cases of bullying, if the victim is happy, they will meet the bully through a structured restorative approach, so they can gain some ownership over the situation. Information is passed to the appropriate Head of Year(s) or Pastoral Team member who will take reasonable, proportionate and consistent action if deemed appropriate. Heads of Year regularly monitor Behaviour Watch (the schools system to log incidents) to ensure incidents are dealt with promptly. In weekly meetings between the HOY and the line manager any incident of bullying will be discussed. Any act of bullying will need to be recorded on Behaviour Watch, and must include the name of the victim and the action that was taken. All records are kept on file for future reference. The outcomes are reported to students, parents, staff, governors and other stakeholders as appropriate.

Coombe Boys' School is committed to the use of restorative justice to empower the victim and to get the perpetrator to understand the consequence of his/hers actions. This will take place in a safe environment and only when both sides feel confident to undertake this. There may have to be individual meetings beforehand so everyone in the meeting is clear about what will happen and what the school hope to achieve. This may also be needed to give the victim the confidence to have the meeting and to speak out. The student can meet the listening prefects beforehand and if all sides agree, they could be in the restorative justice meeting. All parents of the students involved will need to be contacted before the meeting. After the meeting has taken place the HOY/ DHOY will need to see the victim to discuss how they feel, if they feel that this has resolved the issue and to make sure the bullying has ceased.

Throughout the year the Assistant Head Teachers, Head of Year, Deputy Head of Year and prefects will undertake hotspots site tours with all year groups Year 7 to 13; this information will be used to modify break and lunch rotas to identify any place that will need extra support at certain times of the day. The school is committed to challenge derogatory language, students will not be tormented for their race, religion, sexuality, hair colour, shape or size.

The law empowers Headteachers, as far as is reasonable, to regulate the behaviour of students when they are off school site (which is particularly pertinent to regulating cyber-bullying) and empowers members of school staff to impose disciplinary action for inappropriate behaviour. The law also permits staff to use reasonable physical force in certain circumstances.

**The following actions may occur when an act of bullying has taken place:**

- Counselling/mentoring offered to all parties
- Support meetings with the listening prefects
- The bully will be informed that their behaviour is unacceptable, given a clear warning to stop and deterred from repeating the negative behaviour. Clear expectations of acceptable behaviour will be given and appropriate sanctions where required (please see the 'Sanctions' section of the schools Behaviour Policy).
- An opportunity for the person to put right the harm caused, e.g. an apology from the bully or restorative justice meetings
- A contract will be established that will need to be signed by the student
- Parents/carers informed

The above also applies to 'Bystanders' and students moving or congregating in large groups on the site and when travelling to and from school.

**Other actions might include:**

- The return or compensation for damaged personal property
- Detention
- Letter home
- Meeting with both parties, separately or together

- Meeting with parents
- Seeking support from an outside agency
- Internal or external exclusion or in extreme cases, permanent exclusion will be considered
- Information to others that the negative behaviour is unacceptable
- The bully will be put on a contract with clear expectations that, if they continue in the unacceptable behaviour, they will have an exclusion and in extreme cases, a permanent exclusion will be considered.
- We may change the bully's classes if the behaviour does not stop and have parental meetings. We would also offer one to one meetings for both the bully and the victim.
- Bullying can be a criminal offence. The school would support parents, where appropriate, if they decided to file complaints to the police. There may be certain circumstances where the school would contact the police.

## Appendix 1 Information in Students' Planner

Coombe Boys' School will not tolerate any form of bullying. Everyone in our community has a right to be themselves and any form of bullying will be dealt with in line with our anti bullying behaviour policy

Bullying is defined as 'behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally'.

A person can be bullied for a variety of reasons including race, religion, culture, special educational needs, gender, disability, appearance, health conditions, sexual orientation or home circumstances.

### If you are or think you are being bullied;

- Tell someone if you see, hear or are involved in any incidents at school. If no-one knows that you or someone else is being bullied, no-one can help. Don't be afraid. Do the right thing; tell your tutor or a member of staff that you trust.
- Staff, peer mentors and prefects will listen to you and give advice. Staff **take all incidents seriously** and will take action, which probably will not involve you.
- Bullying is a **crime**.
- The Student Council believes that all students must show **respect** for others and be **responsible** for their actions. Bullying will not be tolerated.
- Students, staff and parents/carers should work **together** to ensure that everyone feels safe and happy at school.

### The following websites may be helpful;



[www.anti-bullyingalliance.org](http://www.anti-bullyingalliance.org)

[www.younglavin.org.uk](http://www.younglavin.org.uk)

[www.kidscape.co.uk](http://www.kidscape.co.uk)

[www.childline.org.uk](http://www.childline.org.uk)

[www.young-voice.org](http://www.young-voice.org)

[www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

[www.bullying.co.uk](http://www.bullying.co.uk)

## **Appendix 2**

### **The Protection from Harassment Act 1997**

Makes it a criminal offence where there are repeated incidents of behaviour amounting to harassment of a person or which causes a person to fear that violence will be used against them.

### **Malicious Communications Act 1997**

It is an offence to send an indecent, grossly offensive or threatening letter, electronic communication or other article with the intention that it should cause distress or anxiety.

### **Communications Act 2003**

It is an offence to send all form of public communication: grossly offensive, obscene, indecent or menacing communication; or a message known to be false for the purpose of causing annoyance, inconvenience or needless anxiety.

### **Public Order Act 1986**

It is an offence to use threatening, abusive or insulting words, behaviour, writing, signs or other visual representation with the intent to cause harassment, alarm or distress.

### **Computer Misuse Act 1990**

This is relevant where cyberbullying takes the form of hacking into someone else's account.

### **Crime and Disorder Act 1998**

This may be used to appeal for an Anti-Social Behaviour Order (ASBO) which prohibits this type of behaviour. This could be related to any form of bullying where there is evidence of a person, over 10 years old, whose behaviour is causing or is likely to cause harassment, alarm or distress to others and where such order is needed to prevent further anti-social behaviour.