

Rationale

We want everyone to understand that there is no place for bullying at Moulton School and that it will not be tolerated. Everyone at the school has the right to feel welcome, secure and happy. Only if this is the case will all members of the school community thrive and be able to achieve to their maximum potential. Bullying of any sort prevents this being able to happen and undermines the quality of life within the whole community. It is everyone's responsibility to prevent this happening and this policy outlines how we endeavour to make this possible at Moulton School.

Aims of the policy

- To make the school a safe, secure and happy environment where each individual can flourish without fear;
- To create a climate in the school where pupils who are being bullied, or others who know about a bullying situation, feel they will be listened to seriously and that the action taken will be appropriate to the situation and sensitive to their concerns;
- To develop an anti-bullying culture in the school community where it is not acceptable to be a bystander to bullying.

Definitions of Bullying

- It is deliberately hurtful behaviour;
- It is usually repeated, often over a period of time;
- It is difficult for those being bullied to defend themselves as bullying involves an imbalance of power: the victim is weaker and less powerful than the bully or bullies.
- In consultation with the Student Council it was agreed that a working definition of bullying would be **STOP (several times on purpose)**. This combines the first two definitions and seeks to empower whoever is being targeted, so addressing the third definition.

Bullying can take many forms but five main types are:

- **Physical:** pushing, kicking, hitting, punching and any other forms of violence, including threats;
- **Verbal:** name-calling, sarcasm, spreading rumours, persistent teasing, abusive texts, e-mails, or Instant Computer Messaging;
- **Emotional:** excluding (ie sending to Coventry), tormenting (ie hiding books, threatening gestures), ridicule, humiliation;
- **Racist:** racial taunts, graffiti, gestures;

- **Sexual:** unwanted physical contact, abusive comments, homophobic abuse.

The school works hard to ensure that all pupils know the difference between bullying and simply “falling out”.

Strategies for the Prevention of Bullying

The supportive, anti-bullying climate we are aiming for will be achieved by:

- Raising pupil awareness of bullying as an issue through:
 - assemblies
 - curriculum approaches (eg PSE, Drama, English)
 - the School Council
 - leaflets for pupils
 - posters
 - anti-bullying reminders displayed in classrooms
- Encouraging pupil involvement in the prevention of bullying through:
 - assemblies
 - the School Council
 - fuller use of the prefect system
 - visual reminders throughout the school
 - helping pupils develop strategies to combat bullying-type behaviour.
- Raising self-esteem through:
 - celebration of successes and achievements
 - development of personal and social skills.
- Effective management and supervision of pupils:
 - within lessons: taking account of appropriate teaching and learning styles and classroom management techniques (as outlined in the school’s guidelines on Classroom Management)
 - outside of lessons: taking account of the physical environment, before/after school, break and lunchtime arrangements (as outlined in the section on “Duties” in the Staff Handbook).
- Knowledge and expertise among staff in anti-bullying strategies
 - Training for form tutors and Heads and Deputy Heads of House in recognising and dealing effectively with bullying.
- Active involvement of parents through:
 - open access to school staff
 - calendared meetings (eg Parents’ Evenings and Parents’ Liaison meetings)
 - a leaflet on bullying issued to all parents

Reporting Bullying

It is important that we create an atmosphere in the school where pupils who are being bullied, or others who know about a bullying situation, feel they will be listened to and taken seriously. We need to emphasise that being a bystander is **not** acceptable and that pupils who see bullying taking place have a responsibility to report this to a member of staff.

Pupils can speak directly to their form tutor, Deputy Head of House or Head of House (or any other member of staff) or they can write their concerns on an Incident Report Form. There is provision for school members to report incidents anonymously to Student Services. Parents can, of course, telephone, e-mail or write to the school to raise any concerns they have.

Responding to Bullying: Procedures

All reported incidents of bullying will be investigated and taken seriously by staff members:

- initial investigation will be carried out by the form tutor of the victim and all parties seen by a teacher;
- the situation will be written up with a copy placed in the files of all the pupils involved;
- appropriate action taken (this will be recorded with the incident report), according to the type and nature of bullying and whether the bully has failed to respond to previous warnings.

In order to ensure effective monitoring of bullying occurrences and to facilitate co-ordinated action, all incidences of bullying should be reported to the Head of House). If bullying includes racist abuse then the appropriate Incident Sheet should be completed for return to the LEA.

It is important to make clear to the victim that revenge is not appropriate and to the bully that his/her behaviour is unacceptable and has caused distress. Every effort will be made to resolve the problem through discussion with both parties. Peer-led interventions may be used under close supervision and following training of the pupils involved.

Parents of both parties will be involved at an early stage and informed of the incident and the subsequent action; they will also be asked to support strategies proposed to tackle the problem.

The bully will also be reminded of the possible consequences of bullying and the sanctions for repeated incidents will be clearly explained to him/her. Persistent bullies will be excluded from school. **In extreme cases of physical assault, permanent exclusion may follow.**

The situation will be monitored by a relevant member of staff to attempt to stop the problem recurring. Form Tutors and teaching staff will be informed, as deemed appropriate, to monitor any possible further incidents of bullying.

Outside agencies, such as the Behaviour Support Service and Lifelong Learning, will be involved as appropriate.

Bullying of School Staff

Just as bullying of students can never be accepted at Moulton School, the bullying of staff will not be tolerated.

If pupils attempt to bully staff, staff should report such incidents immediately using a Behaviour Concern Form and pass to their Line Manager. The member of staff concerned should be informed of the action taken and has the right to refer the incident to the Headteacher should they feel that the matter has not been addressed to their satisfaction.

If a member of staff is being bullied by another member of staff, details of the bullying should be recorded in writing and be given to the Headteacher. The Headteacher will inform the member of staff concerned of action taken.

Note: Any written concern regarding another member of staff constitutes a grievance and must be dealt with under formal grievance procedures.

If a member of staff is being bullied by a parent or visitor to the school, the incidents should be recorded in writing and given to the Headteacher. Again, the Headteacher will notify the member of staff concerned of the action taken.

If after discussion with the headteacher, the member of staff believes that the issues are not being addressed then they can appeal in writing to the Chair of Governors.

Monitoring and evaluating the policy

This policy will be monitored through:

- feedback from -- pupils (eg questionnaires, School Council)
parents
- collation and analysis of the data collected as a result of investigations;
- reporting to Governors as appropriate.

This policy is seen as an integral part of our Behaviour for Learning Policy.

This policy will be reviewed every two years following a period of consultation with pupils, parents and staff. The consultation will be launched during anti-bullying week held in November each year, when all students will complete questionnaires on the state of bullying at Moulton School.