



Green Gates Academy Anti-Bullying Guidance

Completed June 2018

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Green Gates Academy Anti-Bullying Guidance

(To be read alongside the HSAT Anti-Bullying Guidance)

All staff at Green Gates Academy are committed to CHALLENGING, MANAGING, RESOLVING and REPORTING all forms of bullying and harassment in school. It is the right of everyone to work, study and play without fear of bullying or harassment. These types of behavior prevent pupils from progressing and achieving and must not be tolerated.

We are all responsible as individuals, both pupils and staff for reporting any bullying we know about or see to ensure that everyone in our community is safe. All pupils are encouraged to report incidents so that even if the victim is too frightened to say anything the bully will know they cannot get away with bullying behaviour because someone will tell.

In order to minimise the occurrence of bullying issues it is essential that all staff, pupils, parents, carers and Directors are aware of this guidance, and that it is followed in school.

As a proactive measure to counter bullying, a suitable Personal, Social and Health Education (PSHE) curriculum will be delivered to students, and in each year, issues connected to self-esteem, empowerment and bullying will be addressed. This programme will be supported through a range of different external organisations to enhance the overall programme

Definition: What Is Bullying?

Bullying is deliberately hurtful behaviour that is intended to cause unhappiness or harm in a physical or emotional way to another individual or group.

Bullying is not the same as a one off argument, fight or disagreement as it is usually repeated over a period of time, or even towards a number of individuals.

Bullying is carried out by the more powerful on the less powerful.

It should be remembered that bullying is a one-way, distressing and hurtful act towards a victim, not an exchange between equals or good-natured fun.

Bullying is in all cases hurtful, disruptive and damaging to the victim and school community as a whole.

Some of the Forms Bullying May Take

- Verbal- name-calling, insults, jokes, taunts, teasing, offensive language, threatening or abusive telephone calls,
- Written - jokes, taunts, letters, writing notes, graffiti on walls, books, desks, school bags, offensive materials,

- Online bullying - which may include offensive e-mails, offensive social network site use (e.g. Facebook) or text messages and media abuse on mobile phones and other devices,
- Physical - Unprovoked physical assault or the threat of it,
- Targeted vandalism of personal property,
- Spreading rumours or making repeated unfounded trivial complaints,
- The wearing and displaying of offensive badges and insignia or use of obscene gestures,
- Making comments which are deliberately intended to offend,
- Refusal to co-operate or work with other students or deliberately leaving students out of social activities,
- The theft of or obtaining by extortion another person's possessions.

This list is not exhaustive therefore staff must always be aware of all possible forms of bullying.

Many bullying incidents have particular issues at their core, these may include:

- physical appearance,
- colour,
- race,
- nationality,
- faith,
- culture,
- beliefs,
- ethnic origins,
- gender,
- sexuality (including homophobic bullying,
- Disability, sensory impairments or learning difficulties.

School staff will not only need to deal with the behaviour in such incidents, but also challenge the underlying values or beliefs of the offender(s).

- Students are not always aware that it is wrong,
- They may be copying others or being encouraged by them,
- They may not have learned appropriate ways of interacting with others,
- They may be having a difficult time of their own, bullying can be a power trip,
- They may like the feeling of power over others,
- They have previously been/are being bullied themselves,
- They have no sense of achievement in other areas,
- They may have a very poor self-image,
- They need recognition from others and so they follow the bullies to be "friends".

The Emotional Effects of Bullying on the Victim;

- A feeling of not being liked,
- Believing they deserve it,
- Feelings of a loss of identity,
- A lack of confidence,
- Feelings of depression and helplessness,
- Anger and frustration,
- Irritability,
- Being frightened to play outside,
- Feeling useless,
- Refusal, or reluctance to attend school,
- Feeling there is nothing they can do to prevent bullying occurring,
- In extreme cases, self-harming and suicidal tendencies may result.

Staff Responsibilities

- To ensure that the school complies with its legal responsibility to have an active Anti-Bullying Policy in place.
- To raise awareness of the issue of bullying in the school and ensure that the school guidance on bullying is made known to all school staff, pupils, parents, carers and Directors.
- To ensure that the intentions laid out in this guidance are known and consistently implemented by all adults working in the school.
- To ensure that all incidents of bullying are dealt with fairly and consistently by all staff, ensuring that all school staff have the opportunity to receive training, guidance and advice on appropriate methods for dealing with incidents of bullying and harassment.
- To ensure that there is sufficient and suitable curriculum coverage of the issues around bullying and harassment, through PSHE, cross curricular opportunities assemblies and tutor sessions and workshops.
- To ensure support for all pupils who are involved in incidents and their families, keeping parents or carers informed of the school's response. Such support can involve staff meeting parent or carers to discuss issues further.
- To monitor incidents and be fully informed about the incidence of bullying in school, especially in the case of patterns of bullying or where parents, carers or pupils have shared concerns with school.
- To inform Directors on the general situation with regard to bullying and to inform them of serious incidents or the effectiveness of any measures being taken to combat them.
- To ensure an ethos in school where pupils feel safe and confident that if they tell an adult about an incident, it will be dealt with and not ignored or thought of as telling tales.
- To keep parents and carers informed of incidents of bullying and how they have been dealt with.
- To consult with parents, carers, Directors, staff and pupils on the school guidance and its effectiveness.
- To use display materials in class and around the school to create an environment that reinforces an anti-bullying atmosphere. It is good for the pupils to know that worries can be investigated and that the bullies know that there are consequences for their behaviour.

- To plan whole school events (assemblies, performances, school visits) to regularly revisit the themes of celebrating diversity and respect for each other to support the intentions of the anti-bullying guidance.
- Make clear the systems for break/lunch time and other higher risk areas, which reduce the likelihood of issues between pupils and ensure proactive staff supervision. This will also include the use of individual risk assessments for pupils, which will identify those who are known to show bullying behaviours.
- To use the school council and other pupil meetings as forums where pupils can discuss problems that they feel affect them, allowing them to share in discussion and decision-making about appropriate responses to display school expectations of behaviour prominently around the school.
- Staff to ensure that they complete incident records, where appropriate, incident sheets, in order to monitor, inform others and record issues of bullying and improve further prevention strategies. Staff should establish if the incident is part of a pattern.
- All students and adults involved will be given the opportunity to give their version of events.
- Staff will initially encourage the bully to see the victim's point of view and make clear to the bully that the behaviour is not acceptable and is against the anti-bullying guidance.
- Staff should share information with other staff to make them aware of any issues.
- If appropriate, sanctions for the bullies' behaviour will be put in place and the reasons for any sanctions explained clearly.

Staff should ensure that the victim and as appropriate their parents or carers are kept informed of any actions taken. Where sanctions are applied, they may be any of the following, according to the individual circumstances;

- Withdrawal from break/lunch for a period of time,
- Sent to tutor, Vice Principal, Principal or member of staff on duty,
- Verbal or written apology to victim of bullying,
- Loss of privileges,
- Internal exclusion within school,
- Contacting or meeting with parents or carers,
- Fixed term exclusion (for repeated offences).

All staff in school should;

- Be aware of the Trust and Academy anti-bullying and behaviour policies and the approach used to respond to bullying issues,
- Work in partnership with colleagues on encouraging positive behaviour, valuing differences and promoting equality and sensitivity to others,
- Be alert to and inform senior leaders about significant behaviour changes and signs of distress in their pupils,
- Discuss regularly with pupils any feelings and anxieties about school work, friendships and relationships,
- Inform colleagues of changes in individual pupil circumstances which may affect the ways in which pupils respond to school life,
- Alert colleagues to information reported by pupils about incidents or any concerns arising

about other pupil's behaviour and attitudes.

- Respond and monitor the use of the sorry box and the worry box

Parents and carers must not challenge perpetrators over any incidents of bullying themselves, they should always contact the Principal or other appropriate staff as soon as possible.

Responsibilities of Students:

To ensure that our Anti-bullying strategies succeed, we need the help and co-operation of our pupils through discussion, staff need to ensure that our pupils are aware of the following expectations.

- To always tell a member of staff in person if they think bullying is taking place in school and use systems such as the Anti-Bullying E-mail address to report bullying if they are unable to do it face to face with staff. This can be achieved through the following:
 - a. E mail through bullying e mail address
 - b. Note into worry box
 - c. Verbally tell a member of staff
 - d. Discuss concerns with a parent or carer and they will inform school
- To be aware of the schools ways of dealing with incidents of bullying and the kinds of support available,
- To not become involved in bullying incidents or be a bully,
- To talk with their parents, carers or other trusted adult about any worries they may have,
- To support other pupils who may be being bullied,
- To value pupils differences and treat others with respect,
- To be particularly alert in places around the school where there is less adult supervision such as in the playground, toilets, and corridors,
- To work with other pupils in helping the school to deal with bullying effectively such as through a pupil forum or during other PSHE work in school,
- To contribute to class discussions and assemblies, which may tackle bullying issues,
- To provide good role models to younger/less able pupils and to support them, if bullying occurs,
- To respond honestly to any student questionnaire about the way in which they feel bullying is dealt with in the school,
- To tell staff about any incidents of bullying they have seen or are aware of.
- If a child bullies another child they can use the sorry box to say sorry and try and put things right with support from staff

Remember Bullying is a whole school issue and affects us all.