

ANTI – BULLYING PRINCIPLES AND PRACTICE

This is a concise version of our policy. The full version with appendices can be found on the College website. <http://minsthorpe.cc/behaviour-and-attendance/>

A. **STATEMENT OF INTENT**

Minsthorpe Community College believes everyone within the college should feel respected and valued. Respect is at the heart of 'Learning and Behaving the Minsthorpe Way'.

The safety & well-being of all are regarded as essential. Everyone within the college should feel safe from bullying and all forms of harassment due to discrimination because of race, sex, gender identity, gender reassignment, sexual orientation, age, disability, culture, religion or belief.

B. **AIMS OF THE POLICY**

1. All staff (including teachers, associate staff and governors) share an understanding of what is defined as "bullying".
2. All staff share a consistency of response to bullying.
3. Immediate action is taken to intervene, whenever a bullying incident occurs.
4. Staff and students recognise the benefits of taking a stand against bullying.
5. Governors, parents and other members of the local community are aware of Minsthorpe's policy on bullying.

C. **DEFINITION OF BULLYING (as given by the Anti-Bullying Alliance)**

'Bullying is the repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. Bullying can be physical, verbal or psychological. It can happen face to face or via cyberspace.'

D. **PREVENTION OF BULLYING**

The college works tirelessly in our bid to prevent bullying. Strategies include:

1. Education and Awareness Raising amongst our Students
2. Peer Support of Students by Students
3. Developing a culture of respect amongst students
4. Vigilance and proactive work by all staff
5. Training of all staff
6. Communicating with Parents

E. IDENTIFICATION OF BULLYING

It is the responsibility of all adults in college to keep students safe and to be vigilant to changes which may indicate bullying.

F. INCIDENT REPORTING, RESPONDING AND RECORDING

1. Whatever the intensity of the bullying, staff should intervene.
2. The priority is to give protection and support to the victim.
3. Staff must make it clear to the bully that their behaviour is totally unacceptable.
4. Staff should make it clear to onlookers that bullying is intolerable.
5. All incidents, however trivial, should be reported to the relevant Cross Curriculum Team Leader (CCTL).
6. If a serious bullying incident occurs in a classroom, when a teacher needs additional assistance, initially the Curriculum Team Leader (CTL), CCTL or Leadership Team (LT) via the General Office, should be used.
7. When a serious incident occurs outside the classroom then:-
 - a) Intervention is vital and disapproval must be expressed.
 - b) The victim is given support and protection.
 - c) Names or recognisable features of those involved must be obtained.
 - d) The victim should be taken away from the scene.
 - e) Help should be obtained from the CCTL/Assistant Cross Curriculum Team Leader (ACCTL), Pastoral Support Manager or LT.
8. When an alleged bullying incident is reported to the Year Office, the CCTL will listen to the student and complete a 'Bullying Allegation Form' and enter this onto CPOMS, alerting the relevant staff members. The CCTL (or other) will take statements from the student and others as appropriate.
9. If there is evidence of bullying, the bully will be sanctioned in line with the sanctions ladder below.
10. Support strategies will be put in place for the victims of bullying to ensure that the wellbeing of the student is closely monitored. These may include:
 - 5 minute early pass
 - Buddy system
 - Designated college areas separate from alleged bully
 - A 'safe haven' at social times

11. We take all allegations of bullying seriously and will rigorously investigate any incidents. However, if there is a lack of evidence or if there is contradictory evidence, supportive measures will be put in place for the student.
12. Following any serious incident, parents of both bullies and victims, will be made aware of the situation and of how their actions could help. The Year Office should involve parents at an early stage, whenever it appears that the bully/victim is becoming involved in repeated incidents.
12. Following support and/or sanctions by the Year Office, the completed 'Bullying Allegation Form' will be passed to the clerical officer in the MAP office who will follow up with the victim two/three weeks after the reported incident. If the bullying allegation is to be signed off, the form is passed onto the Administration Team Leader to send out a letter and booklet to the victim's parent / carer. If the student feels the bullying allegation has not been resolved, the CCTL will be informed to action.
13. Students must be aware of:-
 - a) who they can contact to report issues.
 - b) how they can inform staff of bullying confidentially including anti-bullying postcards, Anti-Bullying Ambassadors and anti-bullying form on Firefly.
 - b) who the eSafety coordinator is so they can get advice about staying safe online.
 - d) the importance of keeping evidence (even if it's upsetting to read).
 - e) places where they can go to during social times, where they will feel safe.
 - f) who they can contact for support at any time during the day

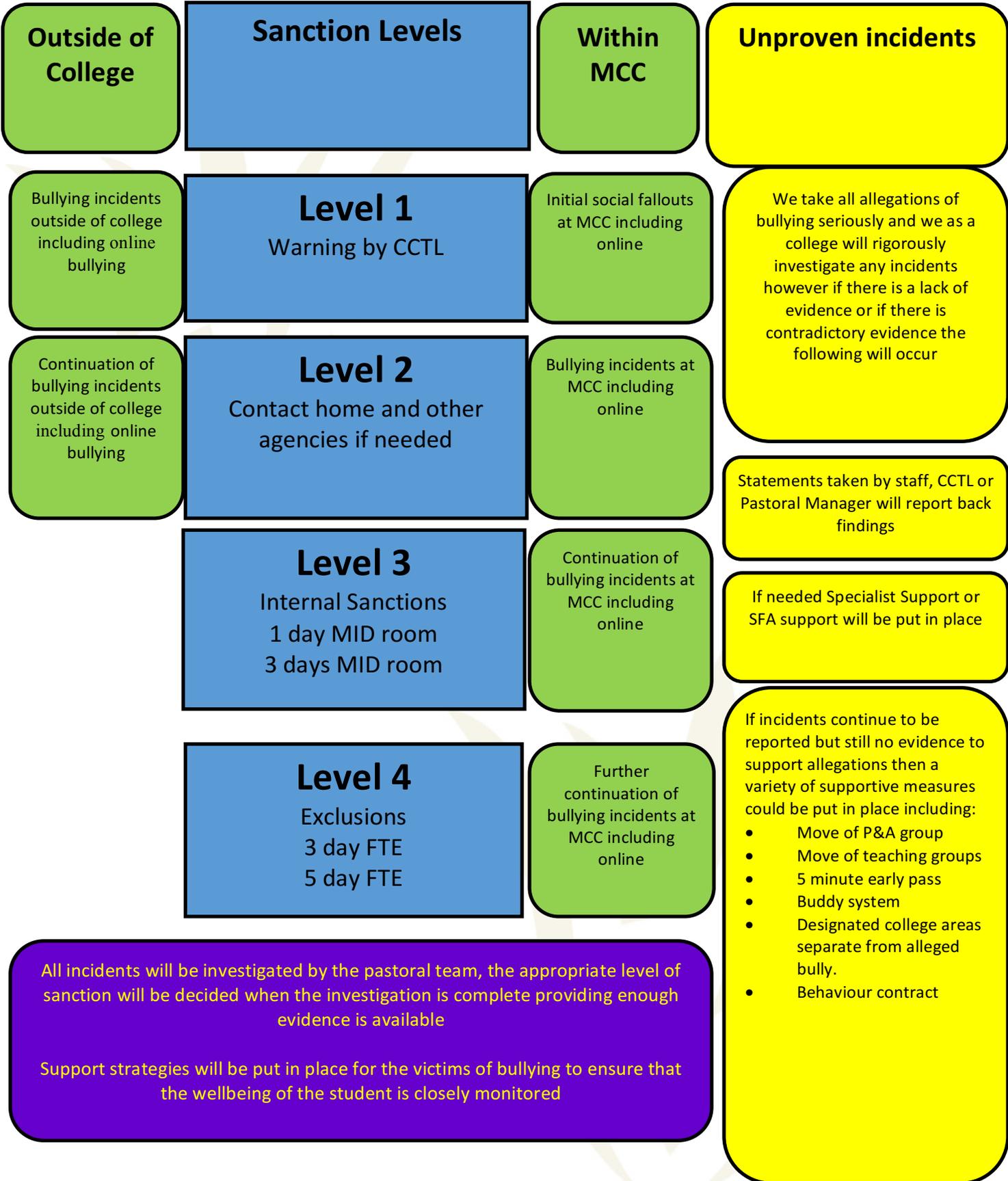
G. MONITORING & EVALUATION OF BULYING INCIDENTS

Bullying incidents are logged centrally. CCTLs are responsible for monitoring and evaluating bullying in their year groups. We monitor our effectiveness in dealing with bullying via Student and Parent Voice questionnaires.

APPENDICES TO BE FOUND IN THE FULL POLICY

1. Types of Discrimination
2. Types of Bullying
3. Identifying bullying
4. Bullying Allegation Form
5. Follow Up Letter to Parents
6. Sanction Ladder
7. HBT Bullying
8. Staff Response to Bullying

SANCTIONS LADDER



All incidents will be investigated by the pastoral team, the appropriate level of sanction will be decided when the investigation is complete providing enough evidence is available

Support strategies will be put in place for the victims of bullying to ensure that the wellbeing of the student is closely monitored