



# ANTI-BULLYING POLICY STOPPING PEER-ON-PEER ABUSE



**“Don’t suffer  
Bullying,  
Tell **Someone**”**

**We  
can  
Stop It!**

Anti Bullying Policy.doc

Date reviewed : April 2019

Date of next review : April 2021

Reviewer : Pastoral

Date of ratification by Governing Board : April 2019

Document Control		
Edition	Issued	Changes to previous

Policies / Documents referred to in this policy	Post Holders / Persons named in this policy
This policy links to other school policies on :	

## **Introduction**

This policy has been created in consultation with staff, students and Governors. It is due for review every 2 years.

Under the Children Act 1989 a bullying incident is regarded as a child protection concern where there is "reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm." This may also include referral to the Local Authority children's social care team.

Keeping Children Safe in Education Sept 2018 has made it clear how dangerous bullying is and how much it can affect a child. The government have included bullying as a type of abuse. Children need to be protected from this abuse and the potential long-term effects just as robustly as if it were from an adult as the effects can be the same. Bullying can also be termed 'Peer-on peer abuse' and should always be taken seriously and not passed off as banter or part of growing up.

Our policy is to promote an ethos where all students, parents and staff treat each other with respect. We insist on polite and civilised forms of communication. All forms of bullying are unacceptable.

We aim to foster a welcoming, friendly and purposeful atmosphere in which bullying is less likely to occur or flourish. Adults should reinforce the aims and values of the school in the standards they set in their relationships with children and other adults, as well as in their expectations of the behaviour of students.

The school recognises there is a distinction between friendships breaking down and occasional name calling and a conscious and sustained period of action or intimidation which is bullying. We also recognise that different students perceive things in different ways. Heathfield Community School will always take any reporting of bullying behaviours seriously. This includes journeys to and from the school and during the school day.

Heathfield keeps a log of any allegations of bullying so that we can look for trends and take preventative action.

## **Principles**

- Students have a right to learn, free from intimidation and fear.
- Heathfield School will not tolerate bullying behaviour.
- Bullied students will be listened to.
- Reported incidents will be taken seriously and thoroughly investigated.
- Peer-on peer abuse can have equally serious consequences as any other type of abuse.

## **Forms of Bullying could include:**

- Physical violence such as hitting, pushing or spitting at another student.
- Interfering with another student's property, by stealing, hiding or damaging it.
- Using offensive names when addressing another student.
- Teasing or spreading rumours about another student or his/her family.
- Belittling another student's abilities and achievements.
- Writing offensive notes or graffiti about another student.
- Excluding another student from a group activity.
- Ridiculing another student's appearance, way of speaking or personal mannerisms.
- Misusing technology (internet or mobiles) to hurt or humiliate another person.
- Abuse of a person, because of their race, religion or sexuality.

### **The Responsibilities of Staff**

- Discuss bullying with all classes, so that every student learns about the damage it causes to both the child who is bullied and to the bully and the importance of telling a teacher about bullying when it happens.
- Be alert to signs of distress and other possible indications of bullying.
- Listen to children who have been bullied, take what they say seriously and act to support and protect them.
- Follow up any complaint by a parent about bullying, and report back promptly and fully on the action which has been taken.
- Deal with observed instances of bullying promptly and effectively, in accordance with agreed procedures.

### **Strategies**

- 1.) Regular staff training to raise awareness of our zero-tolerance approach.
- 2.) Assemblies to raise awareness and to encourage students to talk to their Tutor or other staff.
- 3.) Swift action by staff to deal with all allegations of bullying.
- 4.) Record all allegations on a bullying log for monitoring and analysis.
- 5.) Restorative Justice where deemed appropriate
- 6.) Mediation.
- 7.) Maintain regular contact with the transport companies regarding bullying on buses.
- 8.) Maintain regular contact and work with parents on raising awareness of our procedures so that they feel confident that Heathfield School takes complaints about bullying seriously.
- 9.) Sanctions should model appropriate behaviour. Victims should be told what's happened and where possible school may confirm this in writing.
- 10.) Senior staff to regularly visit classes identified as hot spots.

### **Bullying of any kind will not be tolerated at Heathfield Community School.**

- If the threat of violence is reported during the school day the school will investigate and take appropriate steps. This will usually involve contacting both sets of parents.
- It may be necessary to have one or both of the students removed by parents before the end of the school day. The school will endeavour for the victim to have minimal disruption whenever possible.
- The matter will be discussed with the students at a convenient time and the most appropriate approach (sanctions and/or restorative justice) will be followed.

### **If violence or bullying takes place the following measures will be taken :**

- All sets of parents will be informed whenever appropriate.
- The parents will be informed that they have the right to inform the police who will then deal with the matter. If this occurs Heathfield Community School will record that the matter was handed over to the police.
- If the parents choose not to inform the police the school will investigate the matter. It may still be necessary for the school to request the police to record the incident.
- The matter will be discussed with the students as soon as possible and the most appropriate approach (sanctions and/or restorative justice) will be followed.
- Sanctions can range from detentions to suspensions and ultimately permanent exclusion if the bullying continues.
- The school will do what it can to support students and families where online abuse outside of school has taken place, (e.g. Facebook), however the school is usually unable to punish for these incidents.

### **The Responsibilities of Students**

- Refrain from becoming involved in any kind of bullying, even at the risk of incurring temporary unpopularity.
- Intervene to protect the student who is being bullied, unless it is unsafe to do so.
- Report to a member of staff any witnessed or suspected instances of bullying, to dispel any climate of secrecy and help to prevent further instances.
- Not suffer in silence, but have the courage to speak out, to put an end to their own suffering and that of other potential targets.
- The Student Council are interested in creating a team to promote anti-bullying.

### **The Responsibility of Parents**

- Watching for signs of distress or unusual behaviour in their children, which might be evidence of bullying.
- Advising their children to report any bullying to their tutor, Year Head or Senior Leaders and explain the implications of allowing the bullying to continue unchecked, for themselves and for other students.
- Advising their children not to retaliate violently to any forms of bullying.
- Being sympathetic and supportive toward their children, and reassuring them that appropriate action will be taken.
- Keep a written record of any reported instances of bullying.
- Informing the school of any suspected bullying, even if their children are not involved.
- Co-operating with the school, if their children are accused of bullying, try to ascertain the truth, and point out the implications of bullying, both for the children who are bullied and for the bullies themselves.

## BULLYING FLOWCHART

- Allegation made.
- Tutor to pick this up in the first instance and speak with the student making the allegation.
- Initial Bullying log form completed by the tutor with the student.
- Clear instruction on the bullying log form as to how to proceed.



- If not resolved at tutor level Year Head investigate further, gather evidence, speak to **ALL** students concerned.
- Record details for student(s) file(s).



- Record in the 'allegation of bullying' log kept by HOY admins



- Provide updates to parents / carers of all students concerned with the bullying allegations.



- Check that all concerns and allegations have been addressed and dealt with. Follow-up phone call to parents.



- Follow-up conversations with staff e.g. form tutor or on paper.



Close case.

### BULLYING LOG

Date of incident	Name of person reporting (e.g. student name/parent name)	Name of school staff leading the incident	Type of bullying (cyber/physical/verbal)	Reason (friendship/bullying/racial/other)
Alleged victim(s) + year				
Alleged bully(s) + year				
More details of the bullying incident				
<b>School actions</b> (following the anti-bullying policy) Please detail how you have dealt with the incident including any contact home and those students you have spoken to.	Please tick relevant actions that have taken place: Spoken with all students involved <input type="checkbox"/> Called home and spoken to the alleged victim/s parents <input type="checkbox"/> Discussed how we may solve the situation <input type="checkbox"/> Taken advice from the HOY <input type="checkbox"/>	Overview:		
<b>Result</b>	<b>Resolved at tutor level.</b> Please send the completed form to HOY admin for processing.	<b>Referred incident to HOY.</b> Please send the completed form to the relevant HOY to investigate further.	<b>Resolved at HOY level.</b> Please send the completed form to HOY admin for processing.	<b>Referred incident to SLT.</b> Please send the completed form to MJB to investigate further.
<b>HOY ADMIN CONTACT</b>	<b>Yr 7:</b> <a href="mailto:Sroberts@heathfieldcommunityschool.co.uk">Sroberts@heathfieldcommunityschool.co.uk</a>	<b>Yr 8/9:</b> <a href="mailto:lhazell@heathfieldcommunityschool.co.uk">lhazell@heathfieldcommunityschool.co.uk</a>	<b>Yr 10/11:</b> <a href="mailto:skew@heathfieldcommunityschool.co.uk">skew@heathfieldcommunityschool.co.uk</a>	

## Appendix B - "Student friendly" section of policy

"All schools have bullying - good schools do something about it."

All members of our school community have the right to come to school feeling safe and able to go about their school day, free from bullying.

Bullying is a type of abuse, called Peer-on-Peer Abuse. It can be just as bad as any other type of abuse, so seek help from an adult if you are experiencing it.

Anyone who experiences bullying of any kind (including cyber, verbal, physical, etc) should report it to a member of school staff. This will then be followed up by one of the following : Form Tutor, Head of Year, Head of Department, SENCO (Special Educational Needs Coordinator) or Senior Leadership Team.

The following section of this policy is a student guide. Here's what to do if you feel you are being bullied, inside or outside of school.

"Always speak to a trusted adult"

**Appendix B continued** (Pages 7 - 10 incl - is a copy of what is in school planner)

QUESTIONS	YES	NO	SOMETIMES
Do people make fun of you at school? (verbal, bullying) e.g. appearance, background, culture, hobbies - being an individual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do people threaten you in any way? (including cyber)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you been physically or mentally hurt by anyone at school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you feel like there's no-one you can trust?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If you think you're being bullied, has it been going on for a while?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you feel picked on by certain people at school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you skip school because the bullying is that bad?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you worried that if you talk to an adult about bullying the bullying might become worse?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Mostly Yes** = It looks like you're being bullied (also called 'Peer-on-Peer abuse'), please confide in someone, you're not the one in the wrong.

**Mostly No** = It doesn't look like you're being bullied, but maybe something else is the problem.

**Mostly Sometimes** = You may be being bullied, please confide in someone, you're not the one in the wrong.

# PEER-ON-PEER / BULLY PATHWAYS

**CYBER/ONLINE/  
PHONE**

**PHYSICAL**

**VERBAL**

**IS THIS HAPPENING TO YOU?**

**For example:**  
On-line threats  
Text pressure  
Facebook intimidation  
Strangers in chat rooms  
Having pictures or videos of you posted  
without your consent

**For example :**  
Name calling  
Making fun of you  
Impersonating  
Discriminatory comments  
Racist remarks  
Sexist remarks  
Ethnic remarks  
Stereotype remarks

**For example :**  
Hitting / punching / poking  
Chasing  
Stealing  
Issues on the bus  
Targeting vulnerable body areas  
(usually repetitive)

**IF SO HELP IS AT HAND,  
GO STRAIGHT TO AN ADULT IMMEDIATELY**

- Inform parent/carer.
- Report on-line abuse to the administrator.
- Block Facebook/mobile contacts.
- Protect your computer against viruses.
- Inform community support officer.
- Inform school staff - school will support you by gathering information, informing parents, liaising with the police if needed.

- Inform parent/carer and show them the consequences (e.g. bruises).
- If in school tell an adult you trust.
- Stay in a group.

- Inform parent/carer.
- Try to ignore/ give the impression it doesn't matter.
- Realise it's not your fault.
- Tell your friends (optional). If you're the friend, get adult help.
- Report to your form tutor or year head.
- Tell a prefect you trust.

**YOU ARE NOT ALONE - IT IS  
IMPORTANT TO TELL SOMEONE**

## Who can you talk to???

# YOU'RE NOT THE ONE IN THE WRONG!

- \* Year Head
- \* Senior Leadership Team
- \* Family members
- \* Friends
- \* Any member of school staff
- \* School Nurse
- \* Year 7 Prefect
- \* Head's Prefect
- \* Any adult in school
- \* Form Tutor
- \* School or out of school counsellor
- \* Heathfield School Website → [www.heathfieldcommunityschool.com](http://www.heathfieldcommunityschool.com) → Students → VLE/school email → Students → SHARP  
(SHARP = School Help Advice Reporting Page System)

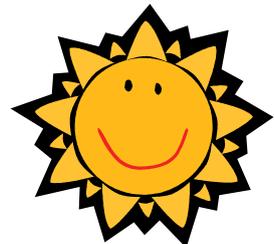
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### Want to speak to someone in confidence or who is unfamiliar?

- CHILDLINE - 0800 1111
- NATIONAL BULLYING HELPLINE - 0845 225 5787
- GET CONNECTED (help for under 25s) - 0808 808 4994 (Freephone)
- SAMARITANS HELPLINE - 08457 909090 (24 hrs)
- SAMARITANS - TAUNTON - 01823 288998
- SHARP - Online reporting page (via 'student support' on the school website)

### SPEAK OUT; OVERCOME THE BULLY

Are you being bullied and don't know what to do?  
Have you told a teacher or got someone to speak to?  
Talk to a parent, friend or teacher to get it off your mind  
They will sort it out for you and a solution they will find.  
If you're worried about telling someone, don't fear no-one will know  
It's private and confidential and soon you'll be on the go.  
There's nothing wrong just be yourself, stand up and be proud  
Be different and unique from all and stand out from the crowd.  
Now you know the pain it causes, and how it makes you mad  
Don't be like the bullies, **PATHETIC**, you'll be just as bad!!!



## REMEMBER ...

- A good friend will go with you to an adult of your choice.
- The adult will get the right information from you and from anyone else involved.
- If it continues or starts again you can always return to the adult or approach someone different. Try to return to the same member of staff for continuity.



## What will happen to someone who is bullying?

- They will be asked to explain their actions.
- They will be told to stop.
- It will be recorded in their personal file.
- Their parents will be informed immediately.
- If they continue they may well be suspended from school.



## What will happen if it still carries on?

- Sometimes people using bullying behaviour will receive help. Bullies need help too.
- Persistent bullies risk permanent exclusion from school if they carry on hurting people.

## OUR STORIES

"Loads of people were saying really horrible things to me online. I told my mum and we printed out the pages. We showed them to my teacher. The school said I could contact the police if I wanted. Staff from the school spoke to some of the main people and made them realise how it had made me feel. After that it all stopped and I haven't had any trouble since."

"I was physically and verbally bullied. I dreaded going to school every day because it was horrible. But then I told my parents and they talked with my teacher. He sorted it out and arranged that we were not in the same teaching groups and the bullying eventually stopped. I felt that it was much easier to go to school and I could go out at lunchtimes and be with my other friends."



**IF YOU ARE BEING BULLIED IT'S  
BEST TO FACE THE PROBLEM  
RATHER THAN RUN AWAY FROM IT.**

