



# SWB

SOUTH WOLVERHAMPTON & BILSTON ACADEMY



## Anti-Bullying Policy 2016-2017

**RESPONSIBILITY:** Jane Dickens, Deputy Vice Principal (Student Engagement and Safety)

**REVIEW DATE:** September 2017

South Wolverhampton and Bilston Academy | Dudley Street | Bilston | WV14 0LN

Tel: 01902 493797

Web: [www.swbacademy.org.uk](http://www.swbacademy.org.uk)

Email: [enquiries@swbacademy.org.uk](mailto:enquiries@swbacademy.org.uk)

Kerry Inscker | Principal BSc (Hons), Cert. Ed, MA, NPQH

'LEARNING FOR LIFE, SECURING SUCCESS'

## Policy Statement

South Wolverhampton and Bilston Academy respects and upholds the right of every child to enjoy all aspects of his or her education without interference from other Students. We want our Academy to be an environment which is “safe, supportive and listening”, where all sections of our community (Governors, staff, pupils and parents) understand that bullying in any form, by anyone (adults or children) and anywhere is always unacceptable. Any incident where a Student’s conduct adversely affects another’s ability to enjoy their right is challenged. All Students at the South Wolverhampton and Bilston Academy are expected to base their behaviour on respect for others, regardless of differences in age, status, race, religion or gender. Bullying, whether mental or physical, is a form of abuse which has no place in the Academy. All members of the Academy are reminded that they must do all in their power to prevent bullying when it does occur by reporting the matter to a member of the teaching staff. In addition, Students are told and reminded that allegations of bullying will always be investigated thoroughly.

Bullying can be:

- Emotional – being unfriendly, excluding and tormenting.
- Physical – pushing, kicking, hitting, punching or any use of violence.
- Racist – racial taunts, graffiti, gestures.
- Sexual – sexual harassment in any form is bullying e.g. unwanted physical contact, sexually abusive comments.
- Homophobic – because of, or focussing on, the issue of sexual orientation.
- Verbal – name-calling, sarcasm, spreading rumours, teasing.
- Cyber – all areas of internet such as email, internet chat room misuse and mobile phones.
- Prejudice – on the ground of different interests (or difference/inferior economic status) i.e. Students can be bullied for being interested in things (e.g. work, classical music, acting and sport) considered ‘uncool’ by a group or ‘in-crowd’.

South Wolverhampton and Bilston Academy value and celebrate diversity and expect all of our Academy community to demonstrate respect towards others and together make our Academy “safe for everyone”.

South Wolverhampton and Bilston Academy will not tolerate bullying and will seek to deal with it quickly and effectively. We believe all Students should be able to work in a caring, supportive environment.

The Academy promotes an Anti-bullying culture through the respect core value. Stakeholders voice confirms that any incidents of bullying are exceptionally rare and dealt with swiftly and effectively.

It is recognised that all schools are likely to have a problem with bullying at some time. This Academy regards bullying as serious and firm action will always be taken against it.

## Policy Aims

This Policy aims to produce a consistent response by the Academy to any bullying incidents that may take place. The Academy regards any form of bullying as serious and firm action will be taken to address any issues.

## Policy Terminology

The Academy has an agreed definition of bullying which has been shared amongst all stakeholders. Bullying is behaviour by an individual or group which is repeated over a period of time that intentionally hurts another individual or group either physically or emotionally. Bullying is not a one-off incident. Bullying can take many forms.

Roles	Responsibilities
<b>The Principal</b>	<ul style="list-style-type: none"><li>• Ensure implementation of this policy</li></ul>
<b>Deputy Vice Principal (Student Engagement and Safety)</b>	<ul style="list-style-type: none"><li>• Maintain a log of bullying concerns and report to the Principal on a regular basis.</li><li>• Identify any bullying issues which need to be acted upon in terms of training for staff or whole-school intervention.</li></ul>

	<ul style="list-style-type: none"> <li>• Keep up-to-date with the latest research and improvement strategies to ensure SWB Academy is a bully free zone.</li> <li>• Ensure sanctions and support are followed as per policy.</li> <li>• Ensure parents are informed of issues and kept up-to-date with any actions.</li> <li>• Ensure students are educated on bullying and emotional well-being.</li> <li>• Students embrace and support the respect agenda.</li> </ul>
<b>Pastoral Team</b>	<ul style="list-style-type: none"> <li>• Inform the Deputy Vice Principal (Student Engagement and Safety) of all reports of bullying and report actions/outcomes.</li> <li>• Maintain accurate records with regards to any reported bullying incidents</li> <li>• Promote a bully-free zone across the Academy through positive reinforcement in Forms, Assemblies and House Events.</li> </ul>
<b>All SWB Academy Staff</b>	<ul style="list-style-type: none"> <li>• Be vigilant in recognising signs of bullying.</li> <li>• Treat all cases of bullying or suspected bullying seriously.</li> <li>• Promote a culture of non-tolerance of bullying with SWB Academy.</li> <li>• Support students who are being bullied.</li> <li>• Attend training to support their knowledge of signs and issues around bullying.</li> </ul>
<b>All Students</b>	<ul style="list-style-type: none"> <li>• Report any suspected cases of bullying of themselves or another student to Pastoral Leaders, member of staff or the RASP system.</li> <li>• Be expected to treat each other with respect and care and understand that bullying is not tolerated at SWB Academy.</li> <li>• Work closely with the Academy if an incident of bullying occurs.</li> <li>• Participate and engage in learning about safe behaviour and respect for self and others.</li> </ul>

## Policy Specific Statements and Principles

### Recognising the Signs of Bullying

Bullying is deliberately harmful behaviour over a period of time. Staff will watch out for the signs and symptoms of the following forms of bullying:

- physical
- verbal
- indirect, e.g. spreading rumours or social exclusion
- misuse of mobile phones or internet message and chat rooms

The Academy recognises that any Student can be bullied but certain factors can make bullying more likely:

- a lack of close friends in the Academy
- shyness
- race, religion, sexual orientation or social class
- a disability or some other obvious difference, e.g. stammering or acne

Staff will report concerns if a student shows the signs below;

- becomes withdrawn and anxious
- shows a deterioration in his or her work
- starts to attend the Academy erratically
- has spurious illnesses
- persistently arrives late at the Academy
- prefers to stay with adults

### Preventing bullying

The Academy will take every opportunity to demonstrate to Students, through the curriculum and by example, that we are totally opposed to bullying. Staff will not ignore bullying or suspected bullying. All Academy Staff will intervene to prevent bullying incidents from taking place. The Academy is a respectful environment which welcomes all.

The Academy will encourage Students to report any incidents of bullying to a teacher or another adult. Students will be told that they may bring a friend with them if they wish. The Academy will ensure that all Staff, Students and parents are aware of the Anti-Bullying Policy. Staff will praise and encourage Students when they show kindness and consideration to others.

### **Promoting positive relationships**

The Academy proactively encourages and supports all Students to have the personal qualities to build positive relationships. The ethos of the Academy being a bully-free zone is promoted around the Academy. Students know how to treat each other with respect and value others' right to be educated in a safe environment, students collectively produce an Anti-Bullying charter and are committed to this.

The Academy promotes positive behaviour through Learning For Life, the curriculum, assemblies, tutor time, Anti-Bullying Week activities, The Golden Code. All Students have the right to be safe and respect others. A Student Anti-Bullying Charter written by the Academy Students. There is Respect Committee who support students and inform of concerns.

### **Dealing with bullying incidents**

Any incidents of bullying will be taken seriously and dealt with as quickly as possible. Staff will do all they can to support the victims of bullying and make it clear to the bully that this behaviour is not acceptable.

In dealing with bullying, the Academy Staff will:

- not ignore it
- not make premature assumptions
- listen to all accounts of the incidents
- adopt a problem-solving approach
- make regular follow-up checks to ensure that bullying has not resumed
- report incidents of bullying, or suspected bullying, to their Form Tutors and Year Pastoral Leader

### **If a student is being bullied during the Academy day**

Staff who receive a report of bullying from a Student will:

- listen to the Student's account of the incident
- reassure the Student that reporting the bullying incident was the right thing to do
- make it clear to the Student that he or she is not to blame for what has happened
- make a note of what the Student says
- explain that the Student should report any further incidents to a teacher or other member of Staff immediately

Staff should ask the Student:

- what has happened
- how often it has happened
- who was involved
- where it happened
- who saw what happened
- what he or she has done about it already

The information must then be referred to inform the Safeguarding team via a student concern form, so immediate actions can take place.

### **Incidents of bullying outside the Academy**

The Academy takes seriously and acts upon any reported incidents of bullying outside of the school day. The Education and Inspections Act provides the Academy the power to regulate Students' conduct when they are not on Academy premises and are not under lawful control or charge of a member of staff. This can relate to any reported bullying incidents occurring anywhere off the school premises.

Where bullying outside the Academy is reported to the Academy, it will be investigated and acted upon. The Academy will also consider whether it is appropriate to notify the Police or in cases of cyber bullying CEOP.

The method of investigating the reported incidents will follow the same practice as an incident within the Academy.

### **Advice to students**

The Academy will advise Students who are caught up in bullying incidents to:

- stay calm and look as confident as possible
- try to be firm and clear and tell them to stop
- get away from the situation as quickly as possible
- immediately tell an adult what has happened
- bystanders to report any incident they witness

### **Support services**

Staff will direct Students involved in bullying incidents to a Pastoral Leader. Student Support services are available to Students upon the recommendation of the Pastoral Leader within the Academy, for example:

- Student Support Area – Social times
- Mentor Service
- Mediation (by mentors or teachers)
- School Nurse
- Peer support (buddies)
- Restorative justice
- School counsellor

In addition, Students may wish to seek support from the following:

- Form Tutor
- Teacher/member of Staff
- Circle of friends

### **Helping bullies to change**

Through the Pastoral Team, Staff will spend time to help Students who have bullied others to change their behaviour. This involves Staff in their role as Year/Pastoral Leader or Form Tutor/Form Buddy. If a Student is bullying others, Staff will:

- talk to the Student and explain that bullying is wrong and makes others unhappy
- discuss with the Student how to join in with others without bullying
- talk to the Student about how things are going at the Academy, his or her progress and friends
- give the Student lots of praise and encouragement when he or she is being kind and considerate to others

- involve parents/carers when appropriate

### **Dealing with serious bullying**

If the preventative measures and peer support strategies do not succeed, serious bullying will be dealt with under the Academy's Behaviour Policy. The bully may be:

- removed from the group
- put in detention
- banned from a school trip or other events where these are not an essential part of the curriculum
- placed in internal isolation
- excluded for a fixed period
- consult the community officer

In the most serious cases, permanent exclusion may be considered if the bullying:

- involves serious actual or threatened violence against another Student
- amounts to persistent and defiant misbehaviour

### **Reporting Incidents**

All incidents and discussions with the Students involved will be recorded, along with the Academy's response. The Deputy Vice Principal (Student Engagement and Safety) will be informed of all incidents and actions.

### **Co-Operating with parents and carers**

The Academy will work with parents/carers in dealing with bullying. All Staff, Students and parents should be aware that bullying can exist and share a commitment to combat it and to make the Academy a safe place for everyone.

The Academy will ensure that parents/carers are aware of the Anti-Bullying Policy and how to keep their child safe from cyber bullying in the home environment.

Parents/carers and families are often the first to detect signs of bullying. Common physical symptoms include headaches, stomach aches, anxiety and irritability. The Academy will encourage parents who suspect their child is being bullied to make contact with their child's Form Tutor or Year Pastoral Leader as soon as possible.

Parents and carers will be informed of incidents and will be involved in discussions. The Academy will discuss with parents how they can work together to stop the bullying.

### **Monitoring, Evaluation and Review**

This Policy is regularly monitored by the Assistant Principal (Behaviour and Safety) – Jane Dickens, to ensure that it is working as effectively as possible.

## **Associated Documentation**

### **Policies**

- Behaviour Policy
- Safeguarding Policy
- Child Protection Policy
- Confidentiality Policy
- E-Safety Policy

### **Guidance**

- Keeping Children Safe in Education DfE 2016



- Anti-Bullying Guidance (for Staff)
- Education Act 2011
- Education and Inspections Act 2006
- The Equality Act 2010
- Malicious Communication Act 1988
- Preventing and Tackling Bullying – DfE 2011
- Independent School Standard Regulations 2010
- The Children Act 1989

## Other useful publications and contacts

### SWB Academy Publications

### SWB Academy Contacts

Deputy Vice Principal (Student Engagement and Safety)	Jane Dickens
---	--------------

### Year Pastoral Leaders and Student Services

KS3 Pastoral Leader	Adam Quiney
KS3 Pastoral Leader	Donna Boxall
KS4 Pastoral Leader	Donna Broome
KS5 Pastoral Leader	Helen Walker

### Student Services

Senior Director of Student Services	Sarah Woodbine
e-Safety/Attendance Officer	Iain Smith
Student Services Pastoral Leader	Kevin Williams
Student Services Pastoral Leader	Julie Jones
Student Services Support	Grace Jones
Deputy Child protection Officer	Chris Simpson

### External Publications

### External Contacts