



**Culcheth High School**  
Specialising in Humanities

# **ANTI-BULLYING POLICY**

**Reviewer: Mr C Hunt**

**Reviewed: October 2014**

**RATIFIED BY THE GOVERNING BODY**

**Signed:** \_\_\_\_\_  
(Chairman of Governors)

**Date:** \_\_\_\_\_

## **ANTI-BULLYING AT CULCHETH HIGH SCHOOL**

### **Rationale**

Our Mission Statement says we will “allow all students to thrive in a safe and caring environment” and “guide all students to be confident, articulate and skilled citizens”.

Culcheth High School will not tolerate bullying and will deal with it quickly and effectively. We believe all students should feel safe and be able to work in a caring, supportive environment. Bullying has no place in our school.

### **Principles and Purposes**

Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can take many forms (for instance, physical, verbal, cyber-bullying via text messages or the internet), and is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender, sexual orientation, or because a child is adopted or has caring responsibilities. It might be motivated by actual differences between children, or perceived differences. Stopping violence and ensuring immediate physical safety is the School’s first priority but emotional bullying can be more damaging than physical.

Bullying is sometimes a complex issue that requires full investigation of root causes in each instance.

The rapid development of, and widespread access to, technology has provided a new medium for ‘virtual’ bullying, which can occur in or outside school. Cyber-bullying is a different form of bullying which can happen anytime, with a potentially bigger audience, and more accessories as people forward on content at a click.

The school’s aim is to minimise bullying, promote tolerance and fairness and ensure all students are safe in the school.

### **Strategies for preventing bullying**

- Dealing severely with bullying as appropriate through the disciplinary system. Serious incidents could lead to internal exclusion, fixed term exclusion or, in extreme cases, permanent exclusion.
- Providing a caring community in which students are encouraged to work together with students and staff and develop mutual respect for the views of others.
- Peer mentoring programmes.
- Personal Development lessons and assemblies.
- Posters and digital signage will show the school’s attitude towards bullying and to encourage students to report incidents.
- Response to regular exit polls that identify the types of bullying that are taking place and the areas around the school where it occurs.
- Parental engagement

## **Strategies for dealing with alleged incidents of bullying**

- All students are **encouraged** to report incidents of bullying.
- Students can report incidents to their form tutor, a teacher, another student, or any one they feel they can confide in.
- The Student Achievement Co-ordinator (SAC) will be involved in all cases of alleged bullying – but the victim has the right to choose who to discuss the issue with.
- The victim will have the opportunity to explain how he/she feels and how the bullying is affecting their life at school.
- Staff are alert and report any cases of suspected bullying to the relevant SACs.
- If a victim discloses an incident of bullying to a friend, they should report it to a member of staff who must then inform the Student Achievement Co-ordinator.
- Students can also report any bullying incidents via the online confidential reporting system, SHARP (School Help Advice Reporting Page) which are filtered through the Deputy Head for appropriate action
- The victim needs to be fully involved and consulted on how the problem is dealt with.
- The victim needs to feel sure that he/she will be protected from further related incidents.
- A record of the incident is kept on the student file and incidents are logged in the SIMS Behaviour Management system and via the LA Bullying Incident Pro-forma.
- Information leaflets to support young people are made available.
- Each case is individual, must be taken seriously and should be investigated in a sensitive way.

## **Disciplinary action**

- All students who are found bullying will be dealt with through the behaviour policy.
- All parents/carers will be informed if their child is punished for bullying.
- Persistent or particularly vindictive bullying will be dealt with at a high level.

## **Reporting of Incidents**

### *Victim*

The person who feels that they have been bullied must always report the incident to the person with whom they feel most comfortable. They must be prepared to explain the circumstances and effects of the alleged bullying incident. They should feel supported and satisfied with any actions taken.

### *Friend*

If a friend of a victim feels that bullying has occurred they must talk to the victim and encourage them to report the incident. If the victim does not wish to do so, the friend should offer to report it for them.

### *Peer mentors/buddies/Student Ambassadors*

The students are to be made aware that if they are concerned about bullying and do not wish to speak to a teacher they can report it to the peer mentor. If the peer mentor is concerned about anything reported they must talk to the appropriate Form Tutor or Student Achievement Co-ordinator - however minor it might appear.

### *Parents/Carers*

If a parent/carer feels that a bullying incident has occurred in school, they should report it as soon as possible to the appropriate Student Achievement Co-ordinator. Parents need to know that the school does not tolerate bullying and are aware of the procedures to follow if they believe that their child is being bullied.

Culcheth High School will provide effective staff training as part of the on-going whole school approach to professional development. Culcheth High School will invest in specialised skills, when needed, to help staff understand the needs of their pupils, including those with Special Educational Needs and/or disability (SEND) and Lesbian, Gay, Bisexual and Transgender (LGB&T) pupils. (Please see school Equalities and Diversity Policy.)

### **Roles and responsibilities**

#### *Classroom teacher or other member of school staff*

If, through their day to day dealings with students, any member of the school staff sees or is made aware of any incident which could be seen as bullying, it is their responsibility to challenge the behaviour and to report it to the appropriate Student Achievement Co-ordinator.

#### *Student Achievement Co-ordinator*

The appropriate Student Achievement Co-ordinator must fully investigate any incident of alleged bullying. They may choose to delegate the interviews to other members of staff but they must be fully involved in assessing the situation and deciding what action to take. They must ensure that the victim is fully supported and is aware of what action will be taken. Investigation must begin within 24 hours and the victim and reporting member of staff must be aware of this. Home contact must be made with the victim's parents within 24 hours to inform them of concerns and likely actions.

#### *Head Teacher/ Deputy Head Teacher*

The relevant Deputy Head teacher is always available to give advice and support the work of the Student Achievement Co-ordinators. In very serious cases of bullying, or when bullying is reported over a period of time, the Deputy or Headteacher may be involved if action is taken – especially where this requires exclusion from school.

#### *Designated Senior Person for Child Protection*

If cases of bullying involving an adult are disclosed they must be reported immediately to the Child Protection Officer or the Head teacher for further advice and support.

### **Monitoring**

In order to evaluate the effectiveness of the school's approach to dealing with bullying, it is important that the process is monitored. This will be done as a whole school through regular polls and pastoral documents. Individual components of the policy also need to be evaluated, with the effectiveness of action taken to stop the bullying regularly monitored and fed back to those involved. All incidents are recorded using appropriate pro-formas and via the Behaviour Management system.

Incidents will be reviewed by:

- SACs, through Standards, Support and Excellence reports.
- SLT, through termly scrutiny of bullying records

## **Communications**

This policy will be communicated:

- Internally to staff throughout the school in the policies handbook,
- Internally to students (principles and précis of relevant areas)
- Externally through the school's website and newsletters for all members of the school community including parents and carers;
- Via consultation surveys and polls or through representative bodies to all members of the school community

Should a breach of policy occur, we contact relevant individuals immediately and keep in touch during the investigations until a resolution is reached, with meetings arranged as appropriate to try to resolve the issue(s).

## **Review**

The policy will be reviewed for effectiveness after one year in operation via the Curriculum and Pastoral Committee which will report back to the Governing Body with any recommendations for changes.

After the first year, the policy will be reviewed every three years, updated annually.

This policy is also used in conjunction with the following:

School's Behaviour Policy  
Equality and Diversity Policy  
E Safety Policy