



ST RICHARD REYNOLDS CATHOLIC COLLEGE

ST RICHARD REYNOLDS CATHOLIC PRIMARY SCHOOL
ST RICHARD REYNOLDS CATHOLIC HIGH SCHOOL

Anti-bullying policy

St Richard Reynolds Catholic College (including the Primary and High Schools)

Policy: Anti-bullying

Date of publication: November 2015

Date of approval by Governing Body: November 2015

Date of next review: As required

Rationale

We expect that pupils at St Richard Reynolds Catholic College treat each other with kindness and respect at all times. However, any school has pupils with the capacity to bully others and it is important to have a policy which minimises incidents of bullying. Once we are made aware of an incident of bullying we will work hard to ensure that it is stopped immediately and support pupils to resolve tensions and anxieties. St Richard Reynolds Catholic College takes bullying seriously and will make every effort to combat it because we believe that pupils have the right to learn in a supportive, caring and safe environment without the fear of being bullied. Everyone has the right to be treated with respect.

Aims

- To make the College a safe, caring and friendly place for all members of the community
- To instil a sense of justice and fairness in each pupil
- To promote and foster self-esteem
- To demonstrate that the College takes bullying seriously and will not tolerate it as it does not reflect our identity and mission

We will achieve these aims by:

- Defining what we consider to be bullying
- Undertaking anti-bullying education throughout the curriculum including the consequences of the misuse of communication technologies and social media
- Setting out clear procedures for dealing with incidents
- Ensuring that victims feel supported
- Providing discreet opportunities to report concerns eg Pupil Worry Box
- Applying appropriate sanctions if required

What is bullying?

“Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.” (DfE 2011)

It can be:

PHYSICAL: hitting, kicking, punching, taking belongings, any unwanted physical contact

VERBAL: name-calling, racist remarks, homophobic/sexist remarks, saying unpleasant things about people’s family and friends

INDIRECT: spreading nasty rumours, leaving someone out, nasty gestures

PSYCHOLOGICAL: threatening, intimidating, putting pressure on others to conform

CYBER: verbal, indirect and psychological through websites, messaging services, mobile phone texts, photos and other social media

We will promote a culture where bullying is not tolerated by

Giving a strong anti-bullying message in form time and assemblies

Promoting our mission statement and teaching respect for all people

Using opportunities in the curriculum, especially in PSHCE, to discuss bullying and how to form positive relationships with others

Highlighting the issue during the annual anti-bullying week

Supervising pupils around the College

Dealing with bullying effectively and quickly

Using teaching materials which do not foster negative impressions of any group of people

Teaching about e-safety and cyber bullying

We recognise that some groups of pupils may be more vulnerable to bullying, including pupils with SEND or medical conditions. We will be proactive in supporting these groups, for example, by offering quiet supervised spaces or purposeful activities at lunchtime

Procedures for dealing with incidents of bullying

We will not ignore any incident of bullying or suspected bullying. This includes bullying which may take place outside the College premises. Once an incident of bullying is reported it will be dealt with according to the following procedures.

Recording the details

The teacher, tutor or pupil reporting the incident will complete a Incident Report Sheet, giving appropriate information and details. Sheets for pupils to complete are available from Pastoral Leaders and are saved on the shared drive.

Getting the facts straight

The form tutor or Leadership Team will investigate further. All those involved will be interviewed. Where possible, evidence of cyber-bullying will be collected through screenshots or print outs. If a racial or homophobic element to the bullying is suspected a member of the Leadership Team must be informed.

Putting things right

Feedback to the pupils involved will happen as soon as possible. The pupil responsible for bullying needs to be encouraged to see things from the victim's point of view and to carry out corrective action to improve relationships. If the victim is in agreement, a mediation meeting with a teacher, victim and pupil responsible for bullying should take place, where the victim receives an apology and a way forward is agreed. We will support the victim by offering immediate opportunities to discuss their feelings with a teacher, informing their parent/carer and by offering ongoing support from a teacher, usually the form tutor. In some cases a referral may be made to the College Nurse.

We will deal with the pupil responsible for bullying by discussing their behaviour, making clear why it is unacceptable and asking them to reflect on their behaviour and its causes. Their future behaviour will be monitored and it may be appropriate to place the pupil on a form tutor or pastoral leader report. We place a strong emphasis on helping the pupil responsible for bullying to develop better habits and attitudes. If appropriate, support may be offered such as anger management or support from external agencies. Parents will normally be contacted and, in repeated instances, external agencies may be involved. In serious cases, the College may seek the support of the Police Liaison Officer. It may be appropriate to detain pupils at lunch and to escort them to and from the site. It will be made clear that repeated instances of bullying will be dealt with increasing severity including fixed and permanent exclusions.

Keeping records

The Incident Report Sheet and any other appropriate details will remain in pupils' school files to be held in line with Data Protection requirements.

Follow up and monitoring

Action taken may differ according to circumstances. Support will be provided for the victim. Sanctions for the pupils responsible for bullying will include warnings, detentions and meeting in College with parents. Very serious or repeated cases of bullying may lead to the use of temporary exclusion or permanent exclusion. Records will be kept of follow up action and monitoring of incidents. Staff throughout the College will be made aware of any information that may be helpful to monitor the situation effectively. A log of racial/homophobic bullying is kept and cases reported to the Local Authority.

The College will support parents in protecting their child from cyber-bullying by offering e-safety advice on a case-by-case basis. We may also advise parents to contact social media services to report online abuse. If this advice is not acted upon, the College's capacity to act may be limited.

Bullying of staff and governors

Adults also have a right to be protected from bullying behaviour. In particular, offensive, derogatory, humiliating and/or abusive materials posted on websites about staff or governors will be followed up by the Leadership Team in order to remove the offensive materials and identify the perpetrator where this is possible. The latter will then be subject to appropriate disciplinary procedures, as outlined above.

Advice to pupils

What can you do if you are being bullied?

- a Remember that your silence is the bully's greatest weapon. Tell an adult you trust straight away. You will get immediate support. Teachers will take you seriously and will deal with bullies in a way that will end the bullying and will not make things worse for you.
- b Tell yourself that you do not deserve to be bullied, and that it is WRONG.
- c Try not to show that you are upset. It is hard but a bully thrives on someone's fear.
- d If bullied in person, stay with a group of friends/people. There is safety in numbers.
- e Fighting back may make things worse. Talk to a teacher or parent/carer.
- f If bullied through the use of technology, save or take a screen print of the offensive material and show it to someone who will help you - ideally your parents in the first instance.

What can you do if you know that someone is being bullied?

TAKE ACTION!

- a Watching and doing nothing looks as if you are on the side of the bully. It makes the victim feel more unhappy and on their own.
- b Tell an adult IMMEDIATELY. Teachers have ways of dealing with the bully without getting you into trouble.
- c Do not be, or pretend to be, friends with a bully.

As a parent

- a Look for unusual behaviour in your children. For example, they may suddenly not wish to attend College, feel ill regularly, or not complete work to their normal standard.
- b Always take an active role in your child's education. Enquire how their day has gone, who they have spent their time with, how lunchtime was spent etc.
- c If you feel your child may be a victim of bullying behaviour, inform the College immediately. Your complaint will be taken seriously and appropriate action will follow.
- d It is important that you advise your child not to fight back. It can make matters worse.
- e Reassure your child that the situation is not their fault.
- f If cyber-bullying occurs outside College hours involving pupils, contact the College. We are committed to dealing with such incidents in order to demonstrate our commitment to eradicating bullying amongst the College community.