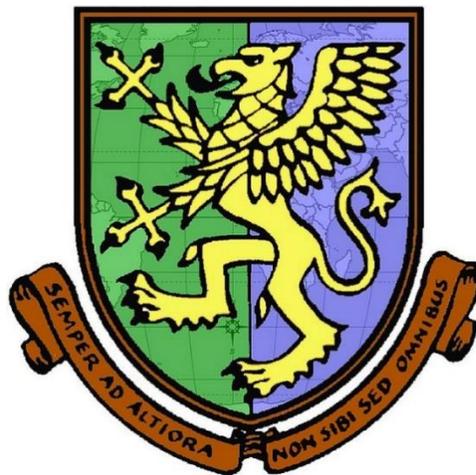


COWLEY INTERNATIONAL COLLEGE



Anti-Bullying Policy

Status	NON-STATUTORY
Responsible Governors' Committee	Behaviour & Safety
Date first approved by GB	Summer 2014
Responsible Person	Assistant Head (Head of Care, Guidance and Support)
Review Date	Summer 2017
Ratified Date	Summer 2014

Anti-Bullying Policy

Anti- Bullying Policy Statement

The aim of the Cowley International College anti-bullying policy is to prevent bullying of any sort and to ensure that everyone can operate in a supportive, caring and safe environment without fear of being bullied. All stakeholders and members of the community, including governors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is and be familiar with the school policy on bullying. Therefore the aim of the policy is to help members of the school community to deal with bullying when it occurs and, even more importantly, to prevent it from occurring in the first place. Bullying is an anti-social behaviour which affects everyone; it is unacceptable and it will not be tolerated. Everyone in the community has a responsibility to report any incident of bullying that comes to their attention and these reports will always be taken seriously.

This policy is available on the school website, on the school staff network and by request from either the Business Manager or any Head of Care, Guidance and Support.

This policy should be read in conjunction with the school's policies on Equal Opportunities, Code of Behaviour, our PSHE schemes of work and Spiritual, Moral, Social and Cultural development of pupils.

The policy has regard through significant requirements to the relevant legislation and current DfE Guidance – Preventing and Tackling Bullying: Advice for School Leaders, Staff and Governing Bodies (March 2014).

Definition of Bullying

Bullying may be defined as any deliberately hurtful behaviour, usually repeated over a period of time that intentionally hurts another pupil or group of pupils physically or emotionally. It is likely to be difficult for those being bullied to defend themselves, and is often motivated by prejudice. Examples of unacceptable behaviour include,

- Physical (including sexual) assault.
- verbal abuse, by name calling, teasing or making offensive remarks.
- cyber-bullying, which is defined as the use of ICT by an individual or group in a way that is intended to upset others. Examples include using social websites, mobile phones, text messaging, photographs, video and e-mail.
- indirect emotional tormenting by excluding from social groups or spreading malicious rumours.

Bullying may involve complicity that falls short of direct participation by, for instance, manipulating a third party to tease or torment someone. It may be overt and intimidatory but is often hidden and subtle. It includes actions or comments that are racist, religious or cultural, homophobic, transphobic, sexist, sexual or which focuses on disabilities or other physical attributes (such as hair colour or body shape) or any reference to Special Educational Needs or Disability.

The seriousness of bullying cannot be emphasised enough. Bullying is among the main concerns that parents have about their children's safety and well-being at or on the way to and from school. Bullying is also a main concern of children and young people themselves. Bullying makes the lives of its victims a misery; it undermines their confidence and self-esteem; and destroys their sense of security and can be psychologically damaging. Bullying impacts on its victims' attendance and attainment at school, marginalises those groups who may be particular targets for bullies and can have a life-long negative impact on some young people's lives. At worst, bullying has been a factor in pupil suicide.

It is acknowledged that bullies may have complex reasons for their behaviour and may well need help. It should also be recognised that the consequences of being allowed to 'get away with it' can be detrimental to them as well as to their victim. All pupils deserve the opportunity to be helped to understand what acceptable behaviour is. Pupils are educated through PSHE lessons, assemblies, and drama to raise awareness, with discussions of differences between people and the importance of avoiding prejudice. There are criminal laws that apply to harassment, assault and threatening behaviour. If staff feel that an offence may have been committed they should seek assistance from the police.

Anti-Bullying Procedure

(From this point the term 'Head of School' refers to all Heads of School and Head of Care, Guidance and Support).

What to look for

Pupils who are being bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, lacking concentration or truanting from school.

Members of staff, and all members of the community, should be alert to the signs of bullying. Surveys have shown that in the vast majority of bullying incidents, MOST people knew that what was going on was wrong. Sometimes people, either through lethargy, peer group pressure, or tacit support for what is going on, fail to take action.

What to do

The way to stamp out bullying is for people to be aware of the issues involved, and to be clear in their own minds what action to take should cases arise:

If you are the victim

1. If you feel able to, confront the bully by verbally making him/her aware that you think that what he/she is doing is wrong.
2. Share your feelings with someone else.
3. If possible, talk to a member of staff, your Form Tutor, your Year Team about the incident. If you would rather not go straight to a member of staff, talk to your friends; talk to older brothers and sisters, a mentor or one of the Prefects or any

- trusted adult. They may well be able to advise on an appropriate course of action, or will be able to involve other people who can.
4. There are other methods to report bullying issues that do not require you to speak to someone if this is what you prefer. You can report bullying via the 'SHARP' page (link on the website) or by using the 'Bullies Out' postbox (by the Atrium Steps).
 5. There are also people outside the School who would be willing to help, e.g. Childline: 0800 1111.

Procedure if a pupil should witness bullying behaviour

1. Support the victim by offering your friendship and make it clear that in your opinion what is happening to them is wrong.
2. Encourage them to speak out on their own behalf by confronting the bully, or with their permission, confront the bully yourself.
3. Accompany the victim to a trusted adult, or suggest that you see their Year Team or Form Tutor on their behalf.

Procedure for members of Staff should you witness an incident of bullying or it is reported to you

1. Reassure and support the pupils involved.
2. Advise them that you are required to pass details on to the relevant member of the guidance team. (Year Team, Head of School).
3. Report the incident electronically via SIMS

What will happen?

The victim will be interviewed by their Year Team, on their own, and asked to write an immediate account of events. The process for dealing with bullying will be explained clearly to them. The victim is also given the opportunity to discuss her/his own reactions and behaviour towards the bully. The victim is given support and advice and counselling is suggested if deemed appropriate.

Once the Year Team are clear that a bullying offence has been committed, the bully and any others involved will be interviewed individually and asked to write an immediate account of events. The process for dealing with bullying will be explained clearly to them.

Details of the incident will be recorded on all the pupils' files. The Head of School is copied in so that it can be recorded as a bullying incident. The Year Team will decide on an appropriate course of action. In the first instance the Year Team will interview the pupil or pupils whose behaviour has caused distress and give them a formal bullying warning, making it clear that any further incident (or discussion about the current incident) would be considered to be further bullying. It will be made clear why the behaviour was inappropriate and unacceptable. Support and counselling will be offered. A suitable punishment will also be given.

If the Year Team decides it is appropriate, or it is a pupil's second offence, the Head of School will become involved and the parents of the perpetrator(s) will be informed by letter or telephone. The following sanctions may be applied in accordance with the school behavioural policy.

- **Formal School Warning from the Head of School**

The respective Head of School will speak to the pupils involved and will contact the parents or carers giving details of the offence and inviting them in to school to discuss the matter and to be present when their child is given a Formal School Warning. Their support for the school's actions should be enlisted if possible.

- **Internal Exclusion** at the Head of School's discretion.
- **Off site Exclusion** at the Head of Schools discretion.

These are minimum sanctions; in very serious cases it may be necessary to make a report to the Police or Social Services. However, it is the policy of the school to attempt to resolve such issues internally using our own disciplinary sanctions, unless the matter is of such gravity that a criminal prosecution is likely.

The school will raise the awareness of staff through training and take action to reduce the risk of bullying at the times and places where it is most likely to occur. The key points from this policy will be prominently displayed on school notice boards and will be discussed with pupils during Form Tutor led sessions. Anti-bullying will feature as a discussion point for student committees and feedback will be taken to School Council. It will also be revisited as necessary during PSHE sessions to all years and reinforced in other areas of the curriculum as the opportunities present themselves e.g. drama, physical education. Opportunities will also be sought to allow parents to contribute to the school's actions to prevent bullying.

Annual pupil surveys will be used to facilitate an understanding of the level and type of bullying that pupils might have experienced.

Incidents of reported bullying will be followed up by Year Teams to monitor that the problem has been resolved. The record of bullying offences will be reviewed by the Head of School and the guidance teams regularly at meetings to watch for patterns and check that the policy is effective.

We are absolutely confident that the vast majority of Cowleians will agree with our sentiments on Bullying. It is our intention to identify and take action against those who do not.

References

DCSF Safe to Learn, Embedding anti-bullying work in schools.

DfE Guidance – Preventing and Tackling Bullying: Advice for School Leaders, Staff and Governing Bodies (March 2014)