



The Sutton Academy

Anti-Bullying Policy

Status	Non-Statutory
Responsible Governors' Committee	Curriculum & Standards
Last Date first approved by GB	19/09/2013
Responsible Person	Mr P Trainor
To Review Date	September 2017
Last Amended Date	September 2016

Committee Curriculum & Ethos

Title: The Sutton Academy Anti Bullying Policy

POLICY STATEMENT:

The Sutton Academy is committed to providing a caring, friendly and safe environment for all of our students so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at The Sutton Academy. If bullying does occur, all students should be able to tell and know that incidents will be dealt with promptly and effectively.

Scope of the policy and procedure:

The Policy applies to all Students.

Associated Policies and Procedures and any other references:

Access to the Policy:

This policy will be held on the academy website accessible by all viewers.

Post - Holder to Contact

Mr P Trainor

Recommendation:

The Curriculum and Standards Committee are required to approve the policy.

Date of Issue: September 2014

Date of Review: September 2015

Date to be reviewed: One year

Designated Person: Mr P Trainor

Introduction

We are committed to providing a caring, friendly and safe environment for all of our students so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at The Sutton Academy. If bullying does occur, all students should be able to tell and know that incidents will be dealt with promptly and effectively. This means that anyone who knows that bullying is happening is expected to tell the staff. It is important that students who do bully learn different ways to behave.

What Is Bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim

Bullying can be:

- Emotional: being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Physical: pushing, kicking, hitting, punching or any use of violence
- Racist: racial taunts, graffiti, gestures
- Sexual: unwanted physical contact or sexually abusive comments
- Diabolist: comments and name calling
- Homophobic: because of, or focussing on the issue of sexuality
- Verbal: name-calling, sarcasm, spreading rumours, teasing
- Cyber: All areas of internet ,such as email & internet chat room misuse
- Mobile threats by text messaging & calls
- Misuse of associated technology , i.e. camera & video facilities

Objectives of this Policy

- All governors, teaching and non-teaching staff, students and parents should have an understanding of what bullying is.
- All governors and teaching and non-teaching staff should know what the Academy policy is on bullying, and follow it when bullying is reported.
- All students and parents/carers should know what the Academy policy is on bullying, and what they should do if bullying arises.
- As an Academy we take bullying seriously. Students and parents/carers should be assured that they will be supported when bullying is reported.
- Bullying will not be tolerated.

Signs and Symptoms

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- is frightened of walking to or from school
- doesn't want to go on the school / public bus
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares

- feels ill in the morning
- begins to do poorly in school work
- comes home with clothes torn or books damaged
- has possessions which are damaged or " go missing"
- asks for money or starts stealing money (to pay bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home starving (money / lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous & jumpy when a cyber-message is received

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated

Procedures

The Sutton Academy believes in and implements Bullying – A Charter for Action. We are working with our staff, pupils and parents to create a school community where bullying is not tolerated.

Our Academy Community

- Discusses, monitors and reviews our anti-bullying policy on a regular basis
- Supports staff to identify and tackle bullying appropriately
- Ensures that students are aware that all bullying concerns will be dealt with sensitively and effectively.
- Reports back quickly to parents/carers regarding their concerns on alleged bullying.
- Seeks to learn from anti-bullying good practice elsewhere and utilises the support of the LA and relevant statutory voluntary organisations when appropriate.

What to do if you think a student is being bullied.

Encourage the student to talk about his/her experiences. It may help the student just to be aware that someone else knows.

What to do if a student complains of being bullied.

- Get a complete account of the incident or incidents. Are there friends, classmates or witnesses who can verify any accounts?
- Get a written statement from the student(s).
- If you can identify the bullies as other students from the Academy, talk to a Pastoral Manager who will complete paper work and start investigations.
- The bullies should be spoken to regarding the complaint. An informal warning may be sufficient.
- The student's Progression Leader must be informed as to what has happened.
- The student's Pastoral Manager will arrange for a member of staff, chosen by the student either being bullied or at risk of being bullied, to offer support on a continual basis until such time as the student and his/her parent are satisfied that conditions have returned to normal.

- It may be appropriate to get the bullies and victims together to give their respective accounts and propose/agree to a solution – propose that sorting out the problem internally as individuals is preferable to one of the possible following scenarios:
 - further sanctions (detention, exclusion)
 - written record on student's Academy file (affecting future references)
 - parents being contacted
 - contacting the police (if the incident is serious)
 - referral to Educational Psychologist
 - Form E Bullying & Harassment LA Incident Recording Form. Pastoral Managers will complete and sent to Healthy Schools Team.

- It may be appropriate to conduct separate follow-up meetings with the victim and bully to ensure that the problems have been sorted out.

What to do if you see a student being bullied - Confronting Bullies.

- Challenge the student's responsible – recording names and tutor groups.
- Record the incident in writing and pass to Pastoral Managers.
- Depending on the nature of the incident, it may be necessary to call the ALT who will follow the procedures outlined in the policy.
- Pastoral Managers arrange for a meeting to discuss the incident – pointing out the consequences that may follow if the issues are not resolved to a satisfactory end. See the possible scenarios above. .
- The meeting may involve students (bullies and victims) and any such staff as may be considered appropriate – Form Tutor, Progression Leaders, Learning Directors, Parents, and the Academy Police Officer.
- A follow-up meeting with the victim must take place to ensure that the situation has been resolved and that the student knows that he or she is supported by the Academy.
- A follow-up meeting with the bully must take place to ensure that the student is supported in modifying his or her behaviour. Targets may be set and progress towards them reviewed. Support for the bully may involve referral to another agency.

Possible signs that a student is being bullied.

- A student may appear unusually withdrawn and uncommunicative.
- He or she may be unable to concentrate in class.
- His or her behaviour may change e.g. a student's participation in Academy and other activities may be lowered
- He or she may experience psychosomatic complaints.
- He or she may have unexplained cuts/bruises – or give unconvincing explanations.
- There may be unaccountable and repeatable damage or loss to bags, books, equipment and money
- There may be intermittent and long term absences from the Academy
- A student may truant from the Academy.

Self-help and peer/prefect support strategies.

The following strategies were written by students for students:

Anti-Bullying Policy for Students

What to do if you are being bullied:

- Find a member of staff that you can talk to. This member of staff will probably be able to help but remember that if you want the matter to remain confidential then the teacher may not be able to help. Your tutor is probably the best person to see in the first instance.
- Talk to your Tutor, Progression Leader or Pastoral Manager. You can talk to them in confidence.
- Tell a parent.
- Tell a friend who you can trust.
- Tell anyone that you feel you can trust.

Possible signs that a person is being bullied:

- A student may appear to be unusually withdrawn or quiet.
- He/she may be unable to concentrate in class.
- His/her behaviour may change.
- He/she may have unexplained cuts and bruises or give unconvincing explanations for these.
- He/she may be bunking Academy.

Steps to tackle bullies:

- Give as complete an account as you can of what has happened to you.
- Are there friends, classmates or witnesses who can back up your story?
- You may have to give a written account of what has happened to you. Try to get a written statement from witnesses.
- Prefects can talk to bullies about why they bully.

What you do if you see a student being bullied:

- Find a member of staff, or a prefect, and tell them exactly what has happened.
- Challenge the students responsible if you feel that you are able.
- Record the names and tutor groups of the bullies.

Procedures

1. Report bullying incidents to staff
2. In cases of serious bullying, the incidents will be recorded by staff. A Log is kept of these incidents
3. In serious cases parents/carers should be informed and will be asked to come in to a meeting to discuss the problem
4. If necessary and appropriate, police will be consulted
5. The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly
6. An attempt will be made to help the bully (bullies) change their behaviour

Outcome

- 1) The bully (bullies) may be asked to genuinely apologise. Other consequences may take place.
- 2) In serious cases, exclusion will be considered
- 3) Students may be expected to sign a behaviour contract
- 4) If possible, the students will be reconciled
- 5) After the incident / incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place
- 6) Proven incident details will be forwarded anonymously to the Healthy Schools Team.