



Anti-Bullying Policy

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Section 1

Principles behind this policy

At Mayfield School, all students have a right to learn and all teachers have a right to teach free from intimidation and fear. As a result we will not condone or tolerate bullying of any kind. We pride ourselves on providing a safe and caring environment for all of our pupils to flourish – all members of the school community (teachers, pupils, support staff and governors) are given training on how to spot bullying and how to deal with it when it occurs.

Everyone has a responsibility in ensuring that bullying does not take place and that all reported incidents will always be taken seriously. Support will be provided for bullied pupils – they will be listened to and helped with positive strategies to help them cope. Appropriate sanctions and challenge will be put in place to help bullies change their behaviour.

All incidents of bullying will be recorded in a consistent way that allows for tracking and analysis of the effectiveness of our actions.

Section 2

Definition of Bullying

The government defines bullying as:

“Behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally”¹

Forms of Bullying

Bullying can take many forms and can include (but is not limited to):

- name-calling;
- taunting;
- mocking;
- making offensive comments;
- kicking;
- hitting;
- pushing;
- taking belongings;
- inappropriate text messaging and emailing;
- sending offensive or degrading images by phone or via social media;
- producing offensive graffiti;
- gossiping;
- excluding people from groups;
- spreading hurtful and/or untruthful rumours.

The school will use the government definition in deciding whether or not something is classified as bullying. It is important to note, however, that although one-off incidents of these nature will not be classified as bullying that we will offer the same levels of support and sanctions to affected pupils.

¹ (Safe to Learn, Department for Children, Schools and Families, 2007)

Signs of Bullying

Although there can often be other reasons, the following can often be signs that a pupil may be a victim of bullying:

- is frightened of walking to or from school
- doesn't want to go on the 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
- uses excuses to miss school (headache, stomach ache etc)
- begins to suffer academically
- 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 or shows signs of being in a fight
- comes home starving (money / lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- changes their eating habits (stops eating or over eats)
- goes to bed earlier than usual
- is unable to sleep
- is frightened to say what's wrong
- gives unlikely excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous and jumpy when a text message or email is received

It is worth noting that many of these can sometimes be indicators of things other than bullying. If you have any concerns at all then the advice in section 3 should be followed.

Cyberbullying

The misuse of technology and social media is become an increasingly common form of bullying.

Whilst the government have identified that the school have a responsibility to investigate and act upon reported incidents of bullying (including cyberbullying) it is important to note that we can only sanction pupils anywhere that they are "on school premises or under our 'lawful control' "². This means that we cannot sanction pupils for any bullying whilst they are under the lawful responsibility of their parents. We can, however, work with the families of the affected pupils to ensure that sanctions are put into place by parents, to support the victim

² Cyberbullying: Advice for headteachers and school staff, DfE (November 2014)

and ensure that they are safe at school and, where relevant, ensure that the relevant authorities are contacted.

Advice for parents and pupils on how best to deal with cyberbullying are placed on the school website.

Where you suspect that cyberbullying has taken place it is important to still inform your child's house tutor (or in their absence their Head of House) as the bullying may also be taking place in other forms. We can inform you of the best actions to take and whether or not to report the incidents to the relevant authorities.

["Advice for parents and carers on cyberbullying" \(Department for Education 2014\)](#) is an extremely useful document for parents and will be placed on the school website for parents to read.

Section 3

Procedures for reporting incidents of bullying or anti-social behaviour

Staff:

All incidents of suspected bullying or disrespectful behaviour must be reported by staff to the Duty Manager straight away. At this point the following steps will be taken (for further details see Appendix A):

- A member of the behaviour team will interview all involved parties (separately) as soon as possible to determine the extent of the problem. Initial support will be offered to the victim and sanctions applied to the aggressor.
- If the incident is deemed to be bullying:
 - The incident will be logged as such on our behaviour management system (SIMS).
 - Details of the incident will be passed to the relevant Heads of House. At this point the victim will be offered appropriate further levels of support (as listed in section 4 (page 8) in agreement with the pupil's parents.
 - The bully will be placed onto a bullying contract - appropriate further sanctions (as listed in section 4 (page 8) will be outlined to the pupil and their parents.

Should the bullying not cease after these steps then fixed term exclusions or time in our alternative provision can be applied.

Parents:

- Be alert for any changes in your child's behaviour as outlined in section 2 (page 5). If you suspect that your child is the victim of bullying then please reassure them and listen to their concerns. It is important to report the incident(s) to any member of staff (ideally your child's form tutor or Head of House), even if your child doesn't want you to – although these things sometimes 'peter out' by themselves this does not address the bully's behaviour and prevent it happening again.
- Under no circumstances should parents confront suspected bullies or their family members – this never calms a situation down and will often result in the bullying becoming worse for your child.

Pupils:

Where a pupil suspects that bullying has taken place towards themselves or another pupil they should report it to any member of staff. They may, where appropriate, also offer the following actions:

- Intervene to protect the pupil who is being bullied (unless it is unsafe to do so).
- Offer emotional support to the pupil being bullied – ask them if they are ok and if there is anything that can be done to support them.
- Encourage and support them to report the incident themselves to a parent or member of staff.

Section 4

Interventions, Support and Sanctions

- Pupils who are the victims of bullying will be offered the following targeted support (where appropriate):
 - Discussing what happened with their form tutor (or a member of staff of their choice)
 - The opportunity to discuss with a young leader or prefect the incidents so they can develop some positive coping strategies
 - The opportunity to attend supervised break or lunchtime clubs (for example 'Buddy Club')
 - Referral to local authority childrens' services
 - Referral to Child and Adolescent Mental Health Services (CAMHS)
- In the instance of bullying the following targeted interventions can be used to cease offending by the bully, depending on the severity of the incident:
 - Detention
 - Loss of break or lunchtimes for a fixed time
 - Exclusion from certain areas of school premises
 - Internal exclusions
 - Extended internal exclusions
 - Fixed-term exclusions
 - Alternative provision
- Pupils who have been identified as bullies will be required to undertake some/all of the following targeted interventions (where appropriate):
 - To make a written apology to the victim.
 - To make a face to face apology to the victim.
 - The opportunity to discuss with a member of the behaviour team the reasons behind their behaviour. Where appropriate support will be put in place to help the bully positively correct their behaviour.

Preventative Measures

We will all of the following to help raise awareness of, and prevent, bullying:

- Ensuring that all pupils and parents are aware of how and when to report bullying;
- Monitoring the 'stop bullying' email (stopBullying@mayfield.portsmouth.sch.uk) and ensure that all reported incidents are investigated and taken seriously;
- Using PSHE and tutor time sessions to reinforce awareness and prevention of bullying;
- Using PSHE and tutor time sessions to have regular discussions about bullying and why standing up to it matters;
- Having visible displays around school that promote anti-bullying and make it clear to all pupils that it is not tolerated at Mayfield School.
- Ensuring that all pupils (through tutor time and assemblies) are aware of the rights of others, why they should show respect towards these and what this respect should look and sound like.

Section 5

Continuing Professional Development of Staff

All staff will have annual training/refreshers on how to spot, prevent and report bullying. This will include strategies that staff can use when working with potential victims of bullying. The procedure for dealing with bullying and how/when to report it will be placed into the staff planner so that all staff can refer to it if needed.

Useful guidance

In writing this report the following publications were used:

Safe to Learn, Department for children, schools and families (2007)

[Bullying at school](#), Gov.uk, 2015

Advice for parents and carers on cyberbullying, Department for Education (2014)

Cyberbullying: Advice for headteachers and school staff, Department for Education (2014)

Preventing and tackling bullying, Department for Education (2014)

School support for children and young people who are bullied, Department for Education (2014)