



Shireland Collegiate Academy Trust Policy

Anti-Bullying Policy

Committee and Date Approved	Trust Board – Summer 2024
Category	Recommended
Next Review Date	Annually unless change in legislation – Summer 2025
Policy Availability	Trust Website
Officer Responsible	CEO

The Trust, all Academies within the Trust and Shireland Learning Limited must comply with this policy.

Statement of Intent

Shireland Collegiate Academy Trust is committed to providing a caring, friendly, and safe environment for all students, so that they can learn in a secure and enclosed atmosphere.

Bullying of any kind is unacceptable in our Academies. If bullying does occur, all students should feel able to tell staff and should be confident that incidents will be dealt with promptly and effectively.

All stakeholders have a responsibility to take any suspicion or disclosure of bullying seriously, no matter what the details or provenance, and should respond immediately.

Objectives of this Policy

All Trustees and Governors, teaching, and non-teaching staff, should have an understanding of what bullying is.

- All Trustees and Governors, teaching, and non-teaching staff, should know what the Trust policy on bullying is and should follow this when bullying is reported.
- All students and their parents/carers should be aware of the Trust's anti-bullying policy and what they should do if bullying arises.
- All students and their parents/carers should be assured that our Academies take bullying seriously and that they will be supported when bullying is reported.
- All students in each Academy should feel able to tell a member of staff when they have experienced or seen bullying, knowing that the actions taken will not only be prompt but sensitive to their concerns.
- All outside agencies, such as the police, social services and health professionals are consulted, and their help enlisted where and when appropriate.

What is Bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying is usually persistent and can take many forms:

Emotional: Being unfriendly, excluding from peer groups, and tormenting i.e. hiding possessions.

Physical: Pushing, kicking, hitting, other kinds of violence.

Racist: Racial; taunts, graffiti, gestures, name calling.

Sexual: Sexual harassment (unwanted physical contact), sexual abuse/demeaning comments.

Homophobic: Because of or focusing on sexuality.

Verbal: Name calling, sarcasm, spreading rumours, teasing, threatening, intimidating.

Non-Verbal: Laughing at someone as a group.

Cyber: All inappropriate use of the internet or other forms of communication technology i.e. phones to send threatening messages, spread rumours, name calling etc.

Staff, parents, carers and care givers should be aware of when a child is possibly the victim of bullying behaviour. Symptoms may be:

- Frightened to walk to and from the Academy.
- Doesn't want to use the Academy transport.
- Asks to be driven to the Academy.
- Changes the usual route to the Academy.
- Is unwilling to go to the Academy (school phobic).
- Begins to truant.
- Frequently complaining of being unwell both at home and at the Academy.
- Becomes isolated and withdrawn.
- School work is affected
- Has clothing and belongings that get damaged or go missing.
- Has physical bruising or other evidence of assault.
- Has dinner and other monies that are frequently 'lost'.
- Refuses to attend particular lessons.
- Wants to stay close to a particular teacher or remains in the classroom at break time, lunch time and after school.
- Becomes aggressive or unreasonable.
- Stops eating.
- Runs away or threatens self-harm.
- Gives improbable excuses for any of the above.

These signs and behaviours could have other causes, but bullying should be considered a possibility and should be investigated.

Dealing with Bullying

Prevention and Education

The following strategies should be in place to ensure that the correct ethos towards bullying is established and that students are prepared and can act confidently should bullying occur.

- The Trust's policy on bullying is known to Trustee/Governors, staff, parents, carers and care givers and students. This should be reviewed and re-issued bi-annually.
- All students should know that bullying is totally unacceptable in the Academy. They should also know that if they are bullied it is not their fault. Students should be encouraged to report any bullying incident, even if they are not personally involved.
- The PSHE programme should include opportunities for students to discuss bullying and the bully and to explore feelings and attitudes.
- Teachers should be aware of potential difficulties between students as well as protected characteristics, and take them into consideration in seating plans and general classroom management.
- Staff on duty and lunchtime supervisors should regularly patrol areas of the site where bullying might go on undetected.
- The Academy should provide 'quiet' areas which are supervised at breaks and lunchtimes so that nervous or vulnerable students can go somewhere they feel completely safe.
- The Academies induction programme for students should be used to support vulnerable students and help them to settle in.
- Transition KS2-3 should include where appropriate the communication of parental concerns regarding the vulnerability of individual students.

What Parents/ Carers and Care Givers Should Do

All staff, parents, carers and care givers should be made aware of the Trust's policy when their child joins the Academy and reminded at appropriate times. In addition, parents carers and care givers should be reminded through Academy communications that if they think their child is being bullied, they should:

- Reassure the child. It is not their fault, and the matter will be dealt with sensitively. The child has done the correct thing in 'telling'.
- Contact the child's Form Tutor/Head of Year

What Students Should Do

Students should be regularly reminded that the Academy will not tolerate bullying and that if it occurs, they should:

- Tell someone immediately, at home or at the Academy, even if they are not personally being bullied but have seen it with others.
- Use 'safe' areas in the Academy during break times until the matter comes to the attention of an adult.

What Academy Staff Should Do

- If a student discloses bullying to a member of staff they should deal with the matter immediately. The child may have worried over their problem for some time and will want it to be dealt with quickly.

- Staff should take all disclosures seriously, even if, as adults, they do not think the incidents described are 'real' bullying or very serious. Staff should remember that children have a very different perception of what may or may not be serious.
- Staff should be aware that insensitive handling of a bullying incident might result in more not less difficulty for the victim. If staff are unsure how to proceed, they should always take advice.

Different circumstances may require different approaches but usually will include the following:

- Both the victim and the alleged perpetrator will be interviewed and counselled by an appropriate member of staff. Letters will be sent to the families/ carers of both parties.
- The victim should be given a 'safe haven' if required for break times until the matter is resolved and coping strategies for the short term.
- The consequences of further aggression by the bully, if substantiated, should be made clear and the sanctions that the academy will enforce should be outlined. The bully should give some undertaking of how he/she can improve the situation.
- Where appropriate the two parties should meet face to face to discuss the situation and how it may be resolved.
- Both victim and bully should record in writing their view of events.
- The member of staff should make a written record of all involvement and findings and share these with appropriate staff in school.

If the problem persists:

- Both sets of families, supporting adults should be seen in school. A strategy to move forward will be discussed separately. At this point external support or advice may be considered.
- Contracts should be drawn up with the students and appropriate adult agreeing to the course of action.

If the situation is not resolved:

The matter would then become subject to more serious sanctions and if the problem persisted could lead to exclusion. Please see the [Secondary Behaviour Policy \(shirelandcat.org.uk\)](http://shirelandcat.org.uk) for further details.

At all times, staff dealing with bullying incidents should ensure that:

- Students may be isolated whilst investigations are undergoing. This is a supportive measure and will only be used to further safeguard everyone involved.
- Parents are fully involved and informed of the actions the Academy has taken.
- Written records are kept of meetings, decisions and actions.
- Students are monitored i.e. by daily report during the reconciliation period.
- If there is any real and immediate threat to a child's safety, senior staff are informed

so that more radical, preventative action can be taken.