

Policy Statement

Policy	Anti-Bullying Policy	Department	Safeguarding
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Reviewed by	Tony Tayson	Approved by	Simon Wentworth
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Brief:

It is the responsibility of all those working, studying and residing at The College of The Holy Child to promote wellbeing within our community. Unkindness of any nature will not be tolerated by students or staff. This policy outlines the College's commitment to preventing, identifying and resolving singular and repeated instances of unkindness; commonly labelled as 'Bullying'.

Introduction & Definitions:

Bullying is defined as the act of seeking to harm, intimidate or coerce someone who is perceived as vulnerable. We recognise that people of any age have the potential to be vulnerable in a variety of situations. Bullying is often motivated by for example: prejudice against particular groups such as on grounds of race, religion, culture, sex, gender, homophobia, special educational needs or disability or because a child is adopted or a carer. Bullying may occur directly or through cyber technology (social websites, mobile phones, text messages, photographs and email. Bullying often results in pain and distress to the victim.

Bullying can be:

- Emotional Banter, 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
- Homophobic because of, or focussing on the issue of sexuality
- Verbal name-calling, sarcasm, spreading rumours, teasing
- Cyber (see also Cyber Bullying Policy) 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

Anti-bullying measures refer to actions taken by the College to prevent, identify and resolve instances of bullying and general unkindness. All reasonable measures will be taken by the College to educate staff and students regarding the nature of bullying, key contributors to this behaviour and how to prevent it. This policy aims to outline these measures.

Our Responsibilities:

All staff and students have a right to go about their business without fear of intimidation or coercion. It is the responsibility of all students to report acts of unkindness or bullying to a member of staff. All staff are familiar with anti-bullying measures and all instances of bullying, however minor, must be reported using the appropriate channels.

There are many indicators that bullying may be taking place. Some of these are listed below:

- is frightened of walking to or from school
- is frightened of attending school
- doesn't want to go on the school coach

- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant or miss lessons
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens self harm / 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
- uniform clothes torn or books damaged
- has possessions which are damaged or “ go missing”
- asks for money or starts stealing money (to pay bully)
- has Tuck Shop or pocket monies continually “lost”
- has unexplained cuts or bruises
- 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
- becomes very sensitive over any nationality/race issues

The DSL and other nominated staff members have a responsibility to investigate instances of repeated unkindness or ‘bullying’. These investigations may take many forms but a focus should be placed on both the bully and the victim. Repeated instances of bullying should be viewed alongside existing Safeguarding concerns and similarities discussed with the relevant staff and organisations. Appropriate measures taken by staff should be effective in mediating disputes and preventing further instances of bullying.

The College has a responsibility to promote an harmonious environment of learning and wellbeing. As measures are taken to deal with instances of bullying, non-compliance or a lack of behavioural improvement but be considered within the bounds of the Behaviour Policy.

Section 89(5) of the Education and Inspections Act 2006 given Headteachers or designated staff the power to regulate pupils’ conduct when they are not on school premises and are not under the lawful control or charge of a member of school staff. **This legislation does not apply to independent schools. However, reports of poor behaviour by students outside the College grounds will be investigated.**

Serious cases of bullying where said behaviours breaks the law, will always be reported to the Police and Children’s Social Care. This measure falls in line with our Child Protection & Safeguarding Policy.

Procedures surrounding Bullying:

Level of behaviour	Low	Medium	High
Initial action(s)	<p>Member of staff receiving report or witnessing behaviours takes immediate action to prevent continuation of the behaviours. Unacceptable nature of behaviours is made clear to Bully and is sanctions in line with the Behaviour Policy. Both parties are supported and advised.</p>	<p>Member of staff receiving report or witnessing behaviours takes immediate action to prevent continuation of the behaviours. Senior management and the DSL are informed and the details of the incident and discussed as soon as possible. Students are separated to prevent continuation of behaviours.</p>	<p>Member of staff receiving report or witnessing behaviours takes immediate action to prevent continuation of the behaviours. Behaviour is sufficiently severe to warrant informing the DSL or Director immediately.</p>
Subsequent action(s)	<p>Victim is advised to report further instances and given the opportunity to change immediate circumstances.</p>	<p>Investigation by senior staff member takes place, including interviewing of witnesses and investigation of potential mitigating circumstances.</p>	<p>Urgent meeting is held between the DSL and Director along with any other relevant staff. Immediate measures will be taken to prevent either party from being at further risk. Parents are contacted by the DSL and advised that an investigation is ongoing.</p>

<p>Conclusion/Further Action</p>	<p>Member of staff informs another appropriate member of staff and situation is monitored in the specific environment. If the staff member feels the situation might escalate, the next supervising member of staff must be informed.</p>	<p>DSL chairs meeting with staff involved. Support for both parties is agreed upon and actioned. Appropriate sanctions are imposed, and parents informed by the DSL. A file is opened and monitored by the DSL. All staff responsible or coming into contact with both parties are reminded to keep the DSL updated and be prepared to become part of the process.</p>	<p>DSL investigates matter and decides whether to refer the case to the Police or Children’s Social Care. Measures may be taken to remove one or more students from the school, as a result of or pending further investigation. Continued involvement of other agencies may be necessary, and a case file will be maintained by the DSL.</p>
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Record Keeping:

All records will be securely kept by the DSL and kept in accordance with the College’s policies. Access to these records will be restricted to the DSL and other appropriate parties, on request.

Raising Awareness and Preventing Bullying:

- Using meeting times, inductions, assemblies and other periods, staff take opportunities to make students aware of the College’s Anti-Bullying Policy and expectations. Mutual respect and tolerance is practiced throughout the curriculum and encouraged through team events and residential models.
- Anti-Bullying channels are clearly defined in the periods detailed above, at the entrances to all accommodation and in all residential rooms and classrooms.
- Students are reminded weekly of their obligations to one another, by the Houseparents’ in their weekly house meetings.
- Staff are on hand to listen to all student concerns regarding welfare and bullying. A 24-hour number is published in all relevant school literature and in all residential rooms and classrooms.
- Staff are trained in Anti-Bullying measures and indicators of bullying on an annual basis. Literature designed to raise awareness of bullying and the effects of bullying is published by the

DSL via email regularly.

- Feedback from parents and guardians is a vital component to tackling bullying. This is welcomed at any time and encouraged by all staff.
- The College reserves the right to investigate all matters that occur off the school premises, involving our students and take appropriate action to prevent such behaviours taking place again, on or off the campus.
- All reported instances of bullying are reviewed weekly.

Useful External Organisations:

- Advisory Centre for Education (ACE) 0808 800 5793
- Children's Legal Centre 0845 345 4345
- KIDSCAPE Parents Helpline (Mon-Fri, 10-4) 0845 1 205 204
- Parent line` Plus 0808 800 2222
- Youth Access 020 8772 9900
- Bullying Online www.bullying.co.uk
- Kidscape website www.kidscape.org.uk

