

# FILEY SCHOOL

## COAST & VALE LEARNING TRUST

### Anti-bullying Policy

#### History of document

Issue No.	Author	Date Written	Approved by Trustees/ Local Governors Committee	Comments
1.	Amanda Pickering	July 2023	November 2023	

This policy is reviewed by the Local Governing Committee on a yearly cycle and must be signed by the Chair of the Local Governing Body and Headteacher

<b>Policy reviewed:</b>	
<b>Next review:</b>	
<b>Signature of Chair of Governors:</b>	<b>Signature of Headteacher:</b>

#### Statement of Intent

**1.1** Everyone at Filey School has the right to feel welcome, secure, respected and happy. Only if this is the case will all members of the Filey School community be able to achieve their potential. Bullying prevents this from happening and obstructs equality of opportunity. At Filey School, bullying of any kind is unacceptable. It is everyone's responsibility to challenge bullying and this policy contains guidelines for doing so. Our key aim is to prevent bullying by being proactive in our response to staff and student concerns.

**1.2** Where bullying exists, the victims must feel confident to report what is happening and feel reassured in the knowledge that the issue(s) will be dealt with in an effective and timely manner. We aim to challenge attitudes about bullying behaviour, increase empathy and understanding for the victims of bullying and create an anti-bullying ethos. We are part of an anti-bullying Trust, which means that anyone who knows or suspects that bullying is happening is expected to tell a member of staff.

**1.3** New technologies such as mobile phones, and the Internet being used to intimidate others is an increasing national trend. Bullying by text, e-mail, phone calls and messaging via social media and gaming platforms can leave no physical scars but can be highly distressing and intrusive and may cause long-term psychological harm. Filey School will enforce strictly its policies regarding the use of mobile phones, other digital devices and the internet. We will continue to monitor all e-communication used on the school premises.

This document outlines how we make this possible at Filey School.

## 2. Objectives of this policy

- All Governors, teaching and support staff, students and parents should understand what bullying is.
- All Governors, teaching and support staff should know what the school policy is on bullying and follow it when bullying is reported or suspected.
- All students and parents should know what the school policy is on bullying, and what they should do if bullying arises.
- As a school we take bullying very seriously. Students and parents should be assured that they will be supported when bullying is reported and that it will be investigated and dealt with effectively.

## 3. What is bullying?

Bullying is the use of aggression with the intention of hurting another person either physically or emotionally, by intimidating or demeaning others. It is usually persistent and is often covert, and is a conscious attempt to hurt, threaten or frighten someone. Bullying results in pain and distress to the victim.

Bullying can be:

- Derogatory name calling of an insulting and/or personal nature.
- Demanding money, material goods or favours by means of threat or force.
- Physical pushing, kicking, hitting, punching or any use of violence because of some perceived physical, economic, sexual, intellectual, cultural or racial difference
- Racist taunts, graffiti or gestures
- Sexual unwanted physical contact or sexually abusive comments
- Name-calling based on discrimination against any of the protected characteristics.
- Verbal name-calling, sarcasm, spreading rumours, teasing, abuse and threats. Ridiculing an individual.
- Cyber-bullying, using any area of the internet, including social media and gaming forums. Mobile phone threats by text messaging and / or calls. Misuse of associated technology, i.e., camera & video facilities

## 4. Expectations of our students

Everyone at Filey School is entitled to respect and courtesy. It is important that we recognise bullying in all its forms. Causing physical or mental distress and harm to another student, no matter what the reason, is bullying and we must all work together to prevent it.

- We must not frighten others with threats or actions.
- We must not spread hurtful gossip about others.
- We must not be unkind and spiteful to others.
- We must always treat people, and their property, with respect.
- We must do everything we can to stop bullying.

If you are being bullied, tell someone who will listen and help. You can always talk to:

- A member of the safeguarding team
- Your Head of Year, form tutor or other trusted adult in school
- Anyone in a position to help e.g. a friend or a family member.

If you witness bullying, don't ignore it. By reporting concerns, you will be doing the right thing for the victim, the bully, yourself and the Filey School community.

Remember, a bully is a coward who relies on not being found out.

If you are a bully, stop now – before you become an outcast.

## **5. Signs & Symptoms of bullying**

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

- is frightened of walking to or from school
- doesn't want to go to school on the school/public bus
  - begs to be driven to school
- changes their usual routines
- is unwilling to go to school (school phobic)
- begins truanting
- 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 schoolwork
- comes home with clothes torn or books damaged
- has possessions go 'missing'
- asks for money or starts stealing money
- has dinner or other monies continually 'lost'
- has unexplained cuts or bruises
- comes home starving or stops eating
- becomes aggressive, disruptive, unreasonable
- is bullying other children or siblings
- is frightened to say what's wrong
- gives improbable excuses for any of the above.

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

## **6. Roles & Responsibilities**

All members of the school community have a responsibility to challenge bullying if it occurs. All staff at Filey school are made aware of the procedures that they should follow if an incidence of bullying is brought to their attention. The first point of contact for parents should be the student's form tutor or Head of Year. The Senior Leader for Engagement & Safety has ultimate responsibility for the Anti-bullying policy alongside the Headteacher.

Staff responsibilities:

- To implement procedures to confront bullying of any form
- To listen to all parties involved in incidents
- To investigate incidents promptly and as fully as possible
- To take appropriate action and to refer to the Head of Year, DSL or SLT as appropriate
- To record any incidents, concerns or information on CPOMS
- To share with parents of the victim and bully, incidents of serious and/or persistent bullying
- To challenge bullying behaviour and attitudes when teaching, wherever this is relevant or when opportunities arise.
- To promote the use of interventions which are the least intrusive and most effective, including the use of external agency support where appropriate.

## **7. Actions to prevent bullying**

Prevention is better than cure. At Filey School, we therefore aim not only to be vigilant for the signs of bullying but also to use our curriculum to educate students about the harm bullying can cause to stop incidents occurring in the first place. We reinforce the ethos of the school and help students to develop strategies that challenge and combat bullying behaviour and attitudes. We strive to organise our school community to minimise opportunities for bullying, for example, by effective deployment of duty staff during social time. We use a variety of preventative methods. As and when appropriate, these may include:

- Following the Consequences system
- Assemblies
- Anti-bullying week and Internet Awareness week
- Display materials around the school by a variety of means (posters, website etc)
- Behaviour plans for individuals
- Positive achievement assemblies
- Discussions in form time and in pastoral intervention sessions
- Advice in student planners and help sheets
- Life lessons and 'scenario-based learning' - Recognise & Respond

- External visitors and providers
- Referrals to outside agencies
- Student surveys
- Restorative Practice, including where required Acceptable Behaviour Contracts
- Bullying logs to track and identify patterns

## **8. Actions to tackle bullying**

1. All reported incidents of bullying are investigated and taken seriously. A record is kept of all incidents. If bullying includes racist or homophobic abuse, it is reported to the Senior Leader for Engagement & Safety.

2. The following illustrates the steps that may be taken when dealing with incidents:

- If bullying/hurtful behaviour is suspected or reported, the incident will be initially addressed by the member of staff who was witness to it and then the incident will be reported to the Head of Year.
- An account of the incident is recorded and given to the relevant investigating staff member
- This staff member interviews all concerned and will record the incident
- Mentors/class teachers are kept informed and if bullying persists, the Head of Year or Senior Pastoral Leader will advise other members of staff as appropriate either verbally or in weekly confidential student information bulletins.
- Parents are kept informed as necessary
- Support systems and/or sanctions are used as appropriate and in consultation with all parties concerned.
  - The parents of both bullies and victims are informed about incidents and the action taken, or to be taken, by the school. Parents are asked to support the strategies which are proposed to tackle the problem. The bully will receive an appropriate sanction. The consequences of bullying will be clearly explained, and it will be made clear that repeated incidents of bullying will result in more severe sanctions.
- Repeat incidents of bullying will be dealt with on a sliding scale, beginning with use of the consequences room, Internal Exclusion and suspension from school.
- If appropriate, the students will undergo a process of reconciliation.
- Persistent bullies may be excluded from school. A monitoring tool is normally used to ensure repeated bullying does not take place. If a parent is concerned about bullying, they should contact the form tutor or Head of Year in the first instance.

If a parent wishes to take the matter further, they should contact the Senior Leader for Engagement & Safety or the Headteacher. (Please see Appendix 2 which details advice to parents) Students are told they must report any incidence of bullying to an adult within the school, and that when another student tells them that they are being bullied, or if they see bullying taking place, it is their responsibility to report this to a member of staff (Appendix 1 details advice to students).

## **9. Cyberbullying**

Where any form of cyber bullying (as previously defined) affects another student in the school or may bring the reputation of the school into disrepute, the school reserves the right to be involved whether the electronic material was produced within the school or outside. Further, the school will review electronic

material held or accessed by any pupil in the school including their e-mail account and their mobile phone if we suspect cyber bullying is occurring. Students must be aware that some forms and levels of cyber bullying are illegal, and the school will inform the police where necessary. For further information regarding school action regarding mobile phones and other digital devices, please refer to the Filey School Student Mobile Phone Policy.

## **10. External Agency Involvement**

Where deemed necessary to bring about positive changes to behaviour and attitudes around bullying, we may call upon external support and resources to aid an investigation or offer support to a victim and/or the bully. Such agencies include the Police, PCSO team, 'Change Direction' Youth Mentors and Early Help. This will always be done in consultation with parents.

## **11. Monitoring & Evaluation**

Filey School will review this policy annually and assess its implementation and effectiveness. This policy is to be promoted and implemented throughout the school. The school also analyses student questionnaires and uses this data to inform future practice and policy.

## **12. Whistleblowing**

For more information, please refer to the CVLT Whistleblowing Trust Policy.

## **Appendix 1 - Guidance for students**

### ***If you are being bullied;***

- Remember it is not your fault
- Try to stay calm and look as confident as you can
- Be firm and clear – if you feel safe to do so, look them in the eye and, if possible, tell them to stop and tell them how you feel.

### ***After you have been bullied:***

- Remember that all bullying is wrong, and you do not have to stay silent about it
- Tell an adult or somebody you trust about what has happened straight away. Adults in school have a responsibility to give you help and support around bullying
- If you are scared to tell a teacher or adult on your own, ask a friend to go with you
- Keep on speaking until someone listens and does something to stop the bullying.

### ***When you are talking to an adult about bullying be clear about;***

- What has happened to you
- How often it has happened
- Who was involved
- Who saw what was happening
- Where it happened
- What you have done about it already.

### ***If you experience bullying by mobile phone, text or social media messages or e-mail;***

- Don't retaliate or reply
- Save the evidence and do not delete anything
- Make sure you tell an adult who you trust
- Contact your service provider or look at their website to see where to report incidents
- Be careful who you give your mobile phone number or e-mail address to
- Make a note of exactly when a threatening message was sent.

### ***Useful websites***

<https://anti-bullyingalliance.org.uk/>

<https://www.kidscape.org.uk/>

<https://www.childnet.com/>

<https://www.thinkuknow.co.uk/>

<https://www.stonewall.org.uk/>

## **Appendix 2 - Guidance for parents/carers**

### ***If you think your child has been bullied:***

- Calmly talk with your child about their experiences
- Make a note of what your child says including who was involved, how often the bullying has occurred, where it happened and what happened
- Reassure your child that they have done the right thing to tell you about the bullying
- Explain to your child that should any further incidents occur, they should report them to an adult in school immediately
- Speak to your child's form tutor or Head of Year
- Explain to the staff member the problems your child is experiencing.

### ***When talking with members of staff about bullying:***

- Try to stay calm and bear in mind that the staff member may have no idea that your child is being bullied or may have heard conflicting accounts of an incident.
- Be as specific as possible about what your child says has happened, give dates, places and names of other children involved •

Make a note of what action the school intends to take

- Ask if there is anything you can do to help your child or the school
- Stay in touch with the school and let them know if things improve as well as if problems continue.

### ***If you are not satisfied:***

- Check with the school anti-bullying policy to see if agreed procedures are being followed
- Make an appointment to discuss the matter with your child's Head of Year and keep a record of the meeting
- If this does not help write to the Headteacher explaining your concerns and what you would like to see happening
- If you require any further support then please contact the Chair of Governors.

### ***If your child is displaying bullying behaviour towards others:***

- Talk with your child and explain that what they are doing is unacceptable and makes other children unhappy
- Discourage other members of your family from bullying behaviour or from using aggression or force to get what they want
- Show your child how they can join in with other children without bullying.
- Contact your child's Mentor and explain the problems your child is experiencing as well as discussing how you can work together to stop them bullying others



- Regularly check with your child how things are going at school
- Give your child lots of praise and encouragement when they are co-operative or kind to other people.

***If your child is experiencing any form of cyber bullying:***

- Ensure your child is careful to whom they give their mobile phone number and e-mail address
- Check exactly when a threatening message was sent and keep evidence of offending e-mails, text messages or online conversations. Do not delete messages
- If the bullying involves a pupil from school contact the school to report this.
- Contact the service provider to report the incidents
- If the cyberbullying is serious and a potential criminal offence has been committed, you should consider contacting the Police.

<https://saferinternet.org.uk/safer-internet-day/safer-internet-day-2023/parents-and-carers>

<https://nationalonlinesafety.com/wakeupwednesday>

<https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse/bullying-and-cyberbullying/>

<https://anti-bullyingalliance.org.uk/>

<https://www.kidscape.org.uk/>

<https://www.childnet.com/>

<https://www.thinkuknow.co.uk/>

<https://www.stonewall.org.uk/>