

ANTI BULLYING POLICY

March 2019

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Authorisation Control: This document has been approved by the individuals:

Name	Department/or role	Date
Paul Winterton	Governor (Consulted)	22/03/19
Lyndsey Kane	Policy Owner (Responsible)	13/03/19
Paul Hougham	Principal (Accountable)	25/03/19

Once approved, a copy of this document should be sent to the following for information only.

Name	Department or Role	Date
Paul Jones	Chair of Governors (Informed)	22/03/19
Kayleigh Mancini	Clerk to Governors (Informed)	25/03/19
Sonya Bedingfield	PA to the Principal (Informed)	25/03/19

Aims:

The aim of Steiner Academy Exeter anti-bullying policy is to ensure that all students are able to learn in a supportive, caring and safe environment without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated. Steiner Academy Exeter operates a zero tolerance approach to bullying. Only when all issues of bullying are addressed will pupils be able to fully benefit from the opportunities available at schools.

What is Bullying?

Bullying is defined as:

- deliberately hurtful behaviour,
 - repeated over a period of time,
 - where it is difficult for those being bullied to defend themselves.
- PAIN
PROLONGED
POWER

The four main types of bullying are:

- physical (hitting, kicking, theft)
- verbal (name calling, racist remarks)
- indirect (spreading rumours, excluding someone from social groups)
- cyber bullying (when one person or a group of people try to threaten, tease or embarrass someone else by using a mobile phone or the internet).

Pupils who are being bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, lacking concentration or truanting from school. We encourage all our students and their friends to report bullying in schools to any member of staff such as their Class teacher, Guardian or any member of staff they feel they can talk to. Equally we encourage parents to voice concerns with their child's Phase Lead or member of the Inclusion Team as soon as possible. All parents concerns are taken seriously.

School teaching and support staff must be alert to the signs of bullying and act promptly and firmly against it in accordance with this policy.

Statutory duty of schools

Headteachers have a legal duty under the School Standards and Framework Act 1998 to draw up procedures to prevent bullying among pupils and to bring these procedures to the attention of staff, parents and pupils.

Implementation

Every incident is different and because of this the school uses a range of strategies in dealing with bullying issues. However the following steps will be taken when dealing with incidents:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached. A clear account of the incident will be recorded and given to the Phase Leads, to keep an overall picture and track patterns of behaviours.
- The Phase Leads or member of Inclusion Team or member of staff dealing with the incident will take statements from all concerned and will record the incident using the official school bullying paperwork.
- Class Teachers and Guardians will be kept informed and where necessary subject teachers will also be made aware. Steiner Academy Exeter will keep parents informed.
- Phase Leads/ Inclusion Team will also inform Lyndsey Kane, Vice Principal of all incidents and seek advice in complex cases.
- A range of sanctions will be used as appropriate and in consultation with all parties concerned. These could include detentions, internal exclusion and in very serious cases fixed term exclusions.
 - All paperwork is passed onto Lyndsey Kane and logged for future reference (see Appendix 1)

Students

Students who have been bullied will be supported by:

- Offering an opportunity to discuss the experience with a Class Teacher or Guardian or member of staff of their choice
- Reassuring the pupil
- Offering continuous support
- Restoring self-esteem and confidence.

Students who have bullied will be helped by:

- Discussing what happened
- Discovering why the pupil became involved
- Establishing the wrong doing and need to change
- Informing parents or carers to help change the attitude of the students.
- Providing on-going support to address negative behaviour

The following disciplinary steps may be taken:

- Official warnings to cease offending
- Issue of an Acceptable Behaviour Contract
- Detention
- Exclusion from certain areas of school premises

- Internal Exclusion
- Fixed Term Exclusion
- In very serious cases, Permanent Exclusion.

Within the curriculum the school will raise the awareness of the nature of bullying through inclusion tutorial time, assemblies and subject areas, as appropriate, in an attempt to eradicate such behaviour.

Monitoring, evaluation and review

The school will review this policy annually and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the school.

BULLYING INCIDENT FORM

Date of Incident:

Time of Incident:

Nature/Type of Incident (Please Tick)

Extortion		Personal possessions taken / damaged	
Isolation / being ignored or left out		Forced into something against will	
Physical		Written	
Verbal (name-calling, taunting, mocking)		Spreading rumours	
Cyber (email, internet, text)		Other (please specify)	

Details of Young People involved

	Names	Yr group	Gender	Ethnic Origin Code	Role*
1					
2					
3					
4					
5					
6					

*Role: V Victim R Ring Leader A Associate B Bystander

Location of Incident (Please Tick)

Classroom		Playground	
Corridor		To / from school	
Lunch hall		Toilet	
Around school gates		Changing rooms	
Public place (please specify)		Other (please specify)	

If you feel the incident was motivated by any of the following please tick

Appearance		Race / ethnic origin *	
Disability / SEN		Sexual orientation	
Lunch hall		Toilet	
Gender / sexism		Home circumstances (incl.LAC)	
Religion		Other (please specify)	

* Reminder: these incidents should be recorded separately.

Brief summary of incident:

Action Taken:
Generally:
With Individuals (as noted on page 1)
1.
2.
3.

In "Action Taken," please include any exclusions, parental involvement, or involvement with external agencies.

Form completed by:	Date:
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