



SOUTH MOLTON
COMMUNITY COLLEGE
— supporting success —

Anti-Bullying Policy

Adopted by the Governing Body: February 2015

General Statement

All schools and colleges are required to have an Anti Bullying Policy.

The governing body values the good relationships fostered by the college, and expects that every allegation of bullying will be taken seriously.

All staff, pupils and parents are made aware of the negative effects that bullying can have on individuals and the college in general, and should work towards ensuring that pupils can work in an environment without fear.

Bullying is unacceptable in our college and will not be tolerated. The college also recognises that it must take note of bullying perpetrated outside college which spills over into the college. The college will do what is reasonably practicable to eliminate any such bullying and will advise pupils and parents of possible courses of action they may wish to follow in such cases.

Aims

- to demonstrate that the college takes bullying seriously and that it will not be tolerated;
- to take measures to prevent all forms of bullying in the college and during off-site activities;
- to support everyone in the actions to identify and protect those who are being bullied;
- to demonstrate to all that the safety and happiness of pupils is enhanced by dealing positively with bullying.
- to promote an environment where pupils are encouraged to report bullying.
- to promote an anti-bullying culture within college.

Definition of Bullying

Bullying is deliberately hurtful behaviour, whether physical or psychological, repeated over a period of time, which is deemed to be upsetting.

- it may involve aggressive behaviour.
- it may result in pain or distress and is usually persistent in nature.

Responsibilities

Governing Body

The SLT (Senior Leadership Team) lead on pastoral matters will keep the Governing Body informed of anti-bullying strategies and individual cases where appropriate.

The Principal will:

- ensure that all staff have an opportunity of discussing strategies and reviewing them;
- determine the strategies and procedures;
- discuss development of the strategies with the SLT
- ensure appropriate training is available;
- ensure that the procedures are brought to the attention of all staff, parents and pupils; and
- report appropriately to the Governing Body.

The SLT lead on pastoral matters will:

- be responsible for the day-to-day management of the policy and systems
- ensure that there are positive strategies and procedures in place to help both the bullied and bullies
- keep the Principal informed of incidents
- arrange relevant staff training
- determine how best to involve parents in the solution of individual problems

Heads of Year will:

- be responsible for ensuring that the college's positive strategies are put into practice
- follow the college's procedure regarding bullying
- investigate and deal with any incidents that are reported

Form Tutors will:

- be responsible for liaising with HoYs over all incidents involving pupils in their form
- be involved in any agreed strategy to achieve a solution
- deliver an 'anti-bullying' message

All Staff will:

- follow the policy and procedures
- be observant and investigate any issues
- deal with incidents according to the policy and pass all information to the appropriate HoY
- never let any incidence of bullying pass by unreported, whether on-site or during an off-site activity
- deliver an 'anti-bullying' message

Anti-Bullying Education in the Curriculum

The college will raise the awareness of the anti-social nature of bullying through the Whole school events (including our anti-bullying week), college assemblies, the college council, newsletter, college website, use of tutorial time and in the national curriculum programmes of study as appropriate.

- The SLT pastoral lead is responsible for initiating and developing with appropriate colleagues an anti-bullying programme as part of the PSE programme;
- Heads of Department are responsible for introducing anti-bullying material in their programmes of study as appropriate.

Changing the attitude and behaviour of bullies will play a major part in the strategies used by the college.

Bullying can be:

Emotional	being unfriendly, excluding, tormenting, threatening gestures, extortion
Physical	deliberately pushing, kicking, hitting, punching or any use of violence
Racist	racial taunts, graffiti, gestures
Sexual	unwanted physical contact or sexual abusive comments
Homophobic	because of, or focussing on the issue of sexuality
Verbal	name-calling, nasty teasing, spreading malicious rumours
Cyber	All areas of internet, such as email & internet chat room misuse Mobile threats by text messaging and calls Misuse of associated technology, i.e. camera & video facilities

Signs of Bullying

Pupils who are being bullied may show changes in behaviour, e.g. becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be changes in work patterns, a lack of concentration, or truancy.

All staff are aware of these possibilities and report promptly any suspicions of bullying to the HoY.

Pupils are encouraged to report incidents of bullying.

We have introduced an anti-bullying e-mail address in order that pupils can leave messages asking for support, this e-mail account will be checked daily. stop@smcc.devon.sch.uk

Trained senior pupil 'Anti-bullying Ambassadors' will take a lead role in the college's approach to bullying and will be another portal for pupils to express any bullying concerns and will offer support and guidance.

Dealing with Incidents

All reported cases of bullying will be treated seriously and dealt with on an individual basis. Care must be taken to ascertain the true facts of the situation. Clear precise notes/records must be kept and where pupil/adult statements are required these must be accurately recorded, there are forms available highlighting the details required (Appendix 1).

Pupils should be encouraged to report all incidences of bullying to a member of staff. Pupils are likely to choose a member of staff who they personally trust to report incidents of bullying. Generally it should be that member of staff who deals with the situation initially, but they should inform the HoY (Head of Year) of the situation and make a written record of the incident (as above) – a copy of which should go to the HoY and into the records of all pupils involved.

If a racial element to the bullying is suspected the the SLT pastoral lead must be informed immediately. All such incidents are discussed with the college Police Liaison Officer and reported to the LA.

The following procedure must be followed by all staff dealing with an incident:

Interviews should be conducted with all those involved with a view to conflict resolution.

It should be made clear to the bully how their actions are affecting the victim.

In the vast majority of cases this procedure will effectively resolve the situation.

The victim should be told that any further occurrence should be reported to the original member of staff who will refer the matter to the HoY.

Any sanctions against the bullies will be determined by the HoY.

Depending on the severity of the bullying incident one or a combination of the sanctions available to the college will apply.

Bullied Pupils

Staff who deal with pupils who have been bullied must always offer reassurance. Pupils who have been bullied will be given support determined by the HoY.

Bullies

Changing the attitude and behaviour of bullies will be part of any procedures used to combat bullying. However, the college recognises that sanctions will also have to be used against bullies.

Involvement of Parents

Parents, as well as all staff and pupils, should know that the college will not tolerate bullying, and takes a positive approach to educating pupils to combat it.

Parents will be informed of the policy and procedures and the consequences following gross acts of bullying.

Parents of pupils who are being bullied and parents of the bullies may be informed of the problem as seen appropriate by the relevant HoY, this may be in consultation with the SLT.

Involvement of Pupils/Students

Pupils will be involved in the positive strategies through both the college council and tutor groups. Pupils will have an input into all anti-bullying programmes, and will be consulted on how it could be developed.

A major part of our programmes will consist of educating pupils in how to cope with bullying.

Trained senior pupil 'Anti-bullying Ambassadors' will take a lead role in the college's approach to bullying and will be another portal for pupils to express any bullying concerns and will offer support and guidance.

Strategies for Dealing with Bullying

Useful advice can be found in the DfE (Department for Education) documents

- **Preventing and tackling bullying Advice for headteachers, staff and governing bodies**
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/409061/preventing_and_tackling_bullying_october2014.pdf
- **School support for children and young people who are bullied**
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/368135/supporting_bullied_children_factsheet_october2014.pdf
- **Cyberbullying: Advice for headteachers and school staff**
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/374850/Cyberbullying_Advice_for_Headteachers_and_School_Staff_121114.pdf
- **Advice for parents and carers on cyberbullying**
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/375420/Advice_for_Parents_on_Cyberbullying_131114.pdf

The documents give guidance on whole-college policies, pupils' experiences, finding out about bullying in college, strategies to combat bullying, working with parents, beyond the classroom, and advice for pupils, parents and families, along with case studies and advice on materials.

Counselling

The college is prepared in appropriate cases to arrange counselling for both bullies and the bullied.

Reporting and Recording

All incidents must be reported and recorded in the files of all pupils involved and highlighted within our SIMs pupil monitoring system.

Staff Training

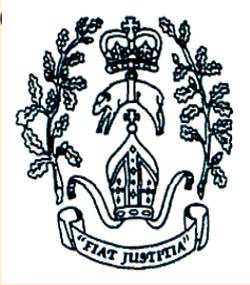
The SLT member responsible for arranging a programme of staff development, will arrange training at regular intervals on anti-bullying strategies. This will include training for support staff and governors as well as teachers.

Monitoring and Review

The Pastoral Leader will monitor reports on serious incidents. The Principal will consider the reports with the Leadership Team to determine what can be learned from the incidents and how they were handled with a view to improving the college's strategies.

The Principal will make appropriately timed reports to the governing body.

APPENDIX 1

South Molton Community College		Incident Report
Nature of incident:		
Pupil(s) Name:		
Date of statement:		
Statement taken by:		
Date of incident:	Location:	
How reported:		
Statement:		
Linked individuals:		
Supporting documents:		
Actions:		
Signed:	Date:	
Pupil read and understood statement: (sign/date)		
Doc no:	Distribution:	

South Molton Community College

Incident Report

(to be used when interviewing pupils or staff)



Nature of incident:

Individuals involved

Date of statement:

Statement made by:

Date of incident:

Location:

Statement:

Linked individuals:

Supporting documents:

Actions:

Signed:

Date:

Pupil/staff read and understood statement: (sign/date)

Doc no:

Distribution: