



Mill Chase Academy

Anti-Bullying Policy

Lead Governor: Chair of Standards

Senior Leadership Team Link: Steph Moral

Previous Review: September 2015

Next Review Due: February 2021

Ratified by Governors: 1st February 2018

Aim

Mill Chase Academy's aim is to create a secure environment in which students are able to develop academically, socially and emotionally, free from fear, humiliation, oppression and abuse. Bullying is unacceptable at the school and if it does occur action will be taken promptly and effectively. At Mill Chase Academy we want everyone to feel valued as an individual and to treat others as they would wish to be treated.

What is Bullying?

This information has been taken from the Department for Education 2017:

Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can take many forms (for instance, cyber-bullying via text messages, social media or gaming, which can include the use of images and video) and is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender, sexual orientation, special educational needs or disabilities, or because a child is adopted, in care or has caring responsibilities. It might be motivated by actual differences between children, or perceived differences.

Procedures

In order to achieve a bully free environment, the school follows the principles of PALS:

- ◆ **Prevention**
- ◆ **Action**
- ◆ **Learning**
- ◆ **Speaking out**

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PREVENTION

Mill Chase Academy make it clear to all students, staff, parents and governors that when bullying happens we will work as a community in accordance with the policy to help both the people who are harmed and the perpetrators. We aim to prevent bullying by:

- ◆ Promoting an ethos in which positive attitudes and achievements are recognised, valued, respected and rewarded.
- ◆ Making it clear that the responsibility for the prevention of bullying belongs to everyone.
- ◆ Delivering the message via assemblies, the curriculum, registration groups, student planners and posters that bullying will not be tolerated.
- ◆ Ensuring adequate supervision of areas frequented by students at break and lunch times as well as at the beginning and end of the day.
- ◆ Careful organisation and movement around the school.
- ◆ Modelling caring and sensitive behaviour.
- ◆ Collection and collation of data from students.

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ACTION

- ◆ It is vital that all staff are involved in the implementation of the school policy on bullying.
- ◆ All allegations or information regarding bullying will be taken seriously.
- ◆ The policy and guidelines for dealing with incidents are communicated to staff, students and parents providing a consistency of approach.
- ◆ When bullying is reported the appropriate member of staff will investigate and action appropriately.

- ◆ There will be careful recording of incidents of bullying. Bullying incidents are recorded as such in SIMS so that bullying data can be analysed and individual cases tracked.
- ◆ All new students, staff and parents will be made aware of the school's Anti-Bullying Policy.
- ◆ Counselling and support where necessary will be made available for both the victim of the bullying and the perpetrator.
- ◆ A restorative process can be a successful way of resolving issues of bullying and it is important that wherever possible there is a restorative element as part of the process, facilitated by a member of staff.
- ◆ Any incident should be reviewed and monitored until the situation is completely resolved.
- ◆ Someone being bullied will be offered a safe place to visit and a member of staff as a regular point of contact during and after the incident – i.e. the pastoral department and team.
- ◆ It may be appropriate to involve the support from outside agencies that we work closely with.
- ◆ Parents/carers of the victim and the perpetrator must be informed at the earliest appropriate opportunity.

L	LEARNING
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- ◆ Staff training - staff are informed to listen to a child calmly and reassuringly, to take the information seriously, let the child give their own account, to make an accurate record of the conversation using the language used by the child, to inform them of the need to share and make it clear that they made the right decision to tell, to refer the matter to the appropriate member of staff as soon as possible, to tell the child what will happen next and offer the support of the pastoral team immediately.
- ◆ There will be ongoing policy reviews and updating of procedures.
- ◆ Awareness of the policy will be raised and maintained by staff through assemblies, the curriculum, registration time, the school council, competitions, information leaflets and posters.
- ◆ There will be regular monitoring of any bullying occurring within the school.

- ◆ An information leaflet on how to deal with bullying is available from the pastoral team and academy office.
- ◆ A restorative process can be a successful way of resolving issues of bullying and it is important that wherever possible there is a restorative element as part of the process, facilitated by a member of staff.
- ◆ Student voice and student and parent surveys, will inform us of the effectiveness of this policy.

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SPEAKING

- ◆ Students will be encouraged to speak out if they suffer from bullying and to talk to an adult they trust or a student leader.
- ◆ The school expects to hear from anyone who is suffering from bullying or is aware of another's suffering. We encourage students to report incidences of bullying by telling a member of staff, a parent or a student leader either themselves or via a friend.
- ◆ Students will know who they can tell if they have been bullied – a teacher, their mentor, their academic & pastoral leader, a member of the pastoral support & guidance team, a member of the senior team, another adult/member of staff they feel comfortable talking to, a member of the peer mentoring group PALS, a parent or a friend who can pass the information on.
- ◆ Staff are informed to encourage openness, how to receive a disclosure and how to follow it up effectively.
- ◆ Bullying will be spoken about in forums such as assemblies, Experience Days and registration time.

Remember always speak out

SILENCE AND SECRECY NURTURE BULLYING

Advice for Students

If you are being bullied:

- ◆ Talk to an adult you trust and take a friend with you if it helps. You could talk to a teacher, your mentor, your academic & pastoral leader, a member of the pastoral support & guidance team, a member of the senior team, another adult/member of staff you feel comfortable talking to, a member of the peer mentoring group PALS, a parent or a friend who can pass the information on for you.
- ◆ Do not listen to the bully if they say that you will be in trouble if you talk to someone. You are NOT doing anything wrong and it is right to TELL someone about the bullying.
- ◆ You will be taken seriously when you talk to someone.
- ◆ If you need somewhere safe to go to at anytime you can visit the pastoral department.
- ◆ Always speak out.
- ◆ There are national organisations that you can contact for support as follows:
 - **Childline** - 0800 1111 www.childline.org.uk
 - **The Samaritans** - 0845 790 90 90 www.samaritans.org
 - **Kidscape** - 0207 730 33 00 www.kidscape.org.uk
 - **Anti-Bullying Network** - www.antibullying.net
 - **Bullying UK** - 0808 800 22 22 www.bullying.co.uk
 - **Anti-Bullying Alliance** - www.anti-bullyingalliance.org.uk
 - **The Diana Award** - 020 3934 2160 www.diana-award.org.uk

If you know someone is being bullied:

- ◆ Report this to a member of staff immediately – a teacher, your mentor, your academic & pastoral leader, a member of the pastoral support & guidance team, a member of the senior team, another adult/member of staff you feel comfortable talking to, a member of the peer mentoring group PALS or a parent.

Advice for Parents

As parents, you can help us to ensure that our policy is successful by taking the following actions:

- ◆ Watch for signs of distress in your child. There could be an unwillingness to attend school, a pattern of headaches or stomach aches or equipment that has gone missing. He/she may become quiet or withdrawn.
- ◆ Take an active interest in your child's social life. Discuss friendships, how social time is spent and the journey to and from school.
- ◆ Be aware of and monitor any social media platforms that your child uses.

If your child is being bullied or you suspect is bullying:

- ◆ Contact the school immediately and ask to speak to your child's mentor or academic & pastoral leader who will work with you to improve the situation.
- ◆ Keep a written record if bullying persists. It will provide supportive evidence regarding WHO, WHAT, WHERE and WHEN.
- ◆ Advise your child not to attempt to buy the bully by giving him/her sweets, money or other gifts. He/she MUST report all incidents of bullying to a member of staff. Any information received will be treated with sensitivity and discretion.
- ◆ Encourage your child to talk about it, but be patient as she or he may be distressed.
- ◆ Stay calm but show that you are supportive.
- ◆ Reassure your child that you are sympathetic and will do something about it.
- ◆ Try to help him or her to see the difficulty as a problem that can be solved.
- ◆ Help him or her to develop and use the strategies that the school will offer to support your child.
- ◆ Help everyone to keep a sense of proportion in the situation.

Advice for Staff

- ◆ Listen to a child calmly and reassuringly.
- ◆ Take the information seriously.
- ◆ Let the child give their own account.
- ◆ Make an accurate record of the conversation, using the language used by the child.
- ◆ Inform them of the need to share and make it clear that they made the right decision to tell.
- ◆ Refer the matter to the appropriate member of staff as soon as possible.

- ◆ Tell the child what will happen next and offer the support of the pastoral team immediately.
- ◆ If you are the member of staff dealing with the incident interview and collect statements from the bullied, bully and witnesses.
- ◆ Provide support for all parties while the incident is resolved and during the period directly after an incident, for as long as necessary.
- ◆ Inform the parents/carers of all parties as soon as possible.
- ◆ Review and monitor the situation until it is completely resolved.

*THE SCHOOL RECOGNISES THE INDIVIDUAL'S RIGHT TO BE FREE FROM
PERSECUTION AND OPPOSES ALL ACTS OF BULLYING*

RATIFICATION DATE AND CHAIR'S SIGNATURE

Ratified/Signature:

Print Name:

Date: