



ANTI-BULLYING POLICY

Policy written	December 2010
Staff Responsible:	K. Lane (Assistant Headteacher)
Initial discussion with Governors	February 2011
Approval of policy by Governors	February 2011
Review Date:	February 2012

Context of school

Coppice Performing Arts School provides for students aged 11-19, including a resource base for students with moderate learning difficulty. It was designated as a Performing Arts School in 2003. The school is situated in a socially diverse catchment area and is oversubscribed. The proportion of students from minority ethnic groups and those with English as an additional language is low. The percentage of students with a statement of special educational needs is above the national average.

Statement of Intent

We are committed to providing a caring, friendly and safe environment for all of our students so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all students should be able to tell and know that incidents will be dealt with promptly and effectively. We are a *TELLING* school. This means that *anyone* who knows that bullying is happening is expected to tell the staff.

Aims and objectives

- To stop all bullying in school
- To make all children, staff, parents and Governors aware of our commitment to eradicate bullying in the school community
- To provide help and procedures for students, staff and parents so that they may counter bullying

Definition of bullying

- It happens over a period of time
- It is intended to be hurtful and unkind
- It is difficult for the target of bullying to stop it on their own; they may have tried and failed or even been too scared to say anything in the first place

Bullying can be motivated by prejudice, such as:

- Emotional 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 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

Signs and Symptoms

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

- is frightened of walking to or from school
- doesn't want to go on the school/public bus
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant
- 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 school work
- comes home with clothes torn or books damaged
- has possessions which are damaged or "go missing"
- asks for money or starts stealing money (to pay bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home starving (money/lunch has been stolen)
- 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

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

Implementation

The following steps may 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 Head of House
- The Head of House will interview all concerned and will record the incident
- Academic tutors will be kept informed via yellow incident forms and will monitor the situation
- Parents will be kept informed
- Punitive measures will be used as appropriate and in consultation with all parties concerned
- If the incident is racially motivated, Kay Lane, the Assistant Headteacher responsible, will be informed

Students

Students who have been bullied will be supported by:

- offering an immediate opportunity to discuss the experience with their Head of House, House Manager, Academic tutor or member of staff of their choice
- reassuring the student
- offering continuous support
- restoring self-esteem and confidence

Students who have bullied will be helped by:

- discussing what happened
- discovering why the student became involved
- establishing the wrong doing and need to change
- informing parents or guardians to help change the attitude of the student

The following disciplinary steps will be taken:

- official warnings to cease offending
- detention
- isolation
- exclusion from certain areas of school premises
- Internal Exclusion in the Coppice Inclusion Centre
- fixed-term exclusion
- permanent exclusion

Within the curriculum the school will raise the awareness of the nature of bullying through inclusion in the PSHE programme, tutorial time, assemblies and subject areas e.g. within Drama schemes of work.

In addition the following preventative steps will be taken by the school:

- Raise awareness of the issue of bullying through PSHE and provide all students with strategies and explain procedures
- Remind students of their rights and responsibilities on a regular basis. Make clear to students what sanctions will be implemented against bullies
- Provide guidance for staff about dealing with bullying incidents
- Keep records on bullying incidents - specific Bullying Incident Forms to be used. Bullying incidents to be recorded as such on SIMs
- Monitor bullying incidents through Incident Forms and questionnaires in Year 7 and follow-up work in Year 8
- Staff will maintain firm but fair discipline in class and share responsibility for good behaviour around school
- Keep parents fully informed of any instances of bullying, which concern their children, either as bullies or victims of bullying
- Provision of peer mentors to students requiring support
- Provision of House Managers to offer support to victims of bullying
- Possible referral to external agencies if necessary

Dissemination of the policy

Parents are informed of the policy at new intake parents' evening each year and it is available online. Parents are alerted to any changes via the Headteacher's letter to parents each term.

Staff are reminded of the policy and regularly updated on changes to it on INSET days. New staff are informed of the policy as part of their induction programme.

Governors review the policy on a regular basis.

HELP ORGANISATIONS:

Advisory Centre for Education (ACE)
Children's Legal Centre
KIDSCAPE Parents Helpline (Mon-Fri, 10-4)
Parentline Plus
Youth Access
Bullying Online

0808 800 5793
0845 345 4345
0845 1 205 204
0808 800 2222
020 8772 9900
help@bullying.co.uk

Guidance taken from KIDSCAPE

www.kidscape.org.uk

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.