Anti-Bullying Policy

Anti-Bullying Policy

1 Vision Statement

1.1 At Oakfield School, we will meet the needs of each and every child, promote positive values and aim to make every day enjoyable and rewarding. We will work in partnership with parents, families and our community to provide a calm, safe and nurturing environment where people respect each other and feel happy, secure and valued.

1.2 By having high expectations and a relevant, creative curriculum, we aim to bring out the best in everybody.

2 Equal Opportunities Statement

2.1 At Oakfield School, we do not discriminate against any child or adult on the grounds of race, disability, gender, age, gender reassignment, pregnancy, maternity, religion or belief, sex or sexual orientation. We embrace the individuality of all our community members and comply fully with The Equality Act 2010.

3 Safeguarding Children in School

3.1 Oakfield School recognises that "…through their day to day contact with pupils and direct work with families, our education staff have a crucial role to play in noticing indicators of possible abuse or neglect and in referring concerns to the appropriate agency." (Working Together to Safeguard Children 2008).

4 School Aims:

4.1 Oakfield School aims:

- to provide all children, staff and parents with a safe, secure and happy environment where quality relationships are important and individuals are valued and respected regardless of race, religion, sexual orientation, gender and ethnicity
- to take positive action to prevent bullying from occurring and dealing with any instances quickly, efficiently and sensitively
- to keep both pupils and parents/carers informed of the school's expectations for behaviour and develop and foster an effective working partnership between school and home.

4.2 At the school, staff, parents and children work together to create a happy, caring, learning environment where positive relationships are developed and valued. Bullying, either verbal, physical, on-line or indirect, will not be tolerated and will always be dealt with quickly, efficiently and sensitively.

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4.3   It is the responsibility of everyone in school to aim to prevent occurrences of bullying and to deal with any incidents quickly and effectively.

5   Bullying Definition

5.1   Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.

5.2   Bullying can include:

- 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 and gestures).
- Sexual (unwanted physical contact or sexually abusive comments).
- Homophobic (because of, or focusing on the issue sexuality).
- Verbal (name-calling, sarcasm or spreading rumours).
- On-line (all areas of internet, such as emails, internet chat room misuse, mobile threats by text messaging/calls. Misuse of associated technology, i.e. camera and video facilities)

5.3   Stopping violence and ensuring immediate physical safety is obviously a school's first priority, but emotional bullying can be more damaging than physical; teachers and schools have to make their own judgements about each specific case.

5.4   The school describes the forms of bullying by 'how' the bullying is carried out in the following terms:

- Direct (physical, verbal and non-verbal); and
- In-Direct (online-bullying – please see the school's Online Safety Policy)

5.5   Where bullying refers to race, culture or religious beliefs and or ethnicity of a person a Racist Incident form must be completed (Appendix 3).

6   Signs of Bullying

6.1   Pupils who are being bullied may show changes in behaviour, it is important that staff build positive relationships with pupils in order to be best placed to recognise even subtle differences in presentation, this way staff can respond quickly and effectively ensuring pupils are supported well and incidents can be reported in a timely manner.

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7 Reporting Incidents In and Out of School

7.1 School staff members have the power to discipline pupils for misbehaving outside the school premises. Section 90 and 91 of the Education and Inspections Act 2006 says that a school's disciplinary powers can be used to address pupils' conduct when they are not on school premises and are not under the lawful control or charge of a member of school staff, but only if it would be reasonable for the school to regulate pupils' behaviour in those circumstances. This could include bullying incidents occurring anywhere off the school premises, such as on school or public transport, outside the local shops, or in a town or village centre.

8 Prevention of Bullying

8.1 At Oakfield School, we use a range of prevention strategies to support our positive behaviour ethos, these include:

- Hubs/ Restorative Practice
- Bullying logs / online diaries
- Anti-bullying awareness raising and key messages
- Online Safety lessons
- Participation in Anti-Bullying Week, special events
- Behaviour - rules, code of conduct, rewards / sanctions
- Supervision by staff
- A curriculum which reflects the school's ethos celebrating the rich diversity of our world
- Support programmes for vulnerable pupils
- A safe and secure physical environment
- Involvement of pupils, for example peer support
- Healthy Schools.
- Working with the School Council

9 Strategy for Dealing with Bullying

9.1 Perceived cases of bullying will be reported by staff to a Key Stage Leader by email. These emails will be recorded and monitored by the Key Stage Leaders and Deputy Head of Care.

9.2 The Key Stage Leaders and Deputy Head of Care will discuss/challenge and log in the first instance. Once a pattern of bullying or repeated bullying has been identified Appendix 1 will be completed by a member of staff under the direction of a Key Stage Leader. All perceived cases of bullying will be thoroughly investigated by the safeguarding team after Appendix 1 has been filled in.

9.3   In order to identify incidents of bullying and the identities of bullies, at the school we have agreed to carry out the following strategies:

- All staff watch for early signs of distress in pupils.
- All staff listen, believe, act.
- Staff are especially vigilant to pupils who may be more at risk or vulnerable.
- All pupils should be encouraged to use Hubs or Restorative Practice
- Staff to effectively record incidents using bullying logs / online diaries and emails to senior leaders.

10   Criminal Law

10.1   Although bullying in itself is not a specific criminal offence in the UK, it is important to bear in mind that some types of harassing or threatening behaviour, or communications, could be a criminal offence

10.2   If school staff feel that an offence may have been committed they should seek assistance from the Police. For example, under the Malicious Communications Act 1988, any person who sends an electronic communication which conveys a message which is indecent or grossly offensive, a threat, or information which is false and known or believed to be false by the sender, is guilty of an offence if their purpose in sending it was to cause distress or anxiety to the recipient.

11   Monitoring

11.1   Staff have a responsibility to monitor incidents of bullying and the success, or otherwise, of action taken in response to bullying. This information must be fed back to the Key Stage Leaders and Deputy Head of Care who, along with senior management will be responsible for the overall monitoring of the strategies in place.

11.2   This data is to be fed back to Governors termly. The Parental Questionnaire will specifically question the school handling of bullying, as a written response question. This is also a question on the Pupil Questionnaire.

12   Sexual Harassment

12.1   Research shows that the most vulnerable groups at risk of sexual harassment include girls, LGBT+, children perceived as LGBT or SEND.

12.2   Sexual harassment creates an atmosphere that, if not challenged, can normalise inappropriate behaviour. These behaviours should never be tolerated, passed off as 'banter' or part of growing up.

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12.3   Any reports of sexual harassment at Oakfield School will be taken seriously, and the school will utilise appropriate sanctions, as outlined in the Behaviour & Discipline Policy.

13   Roles & Responsibilities

13.1   Whole school staff and residential staff:

- All school staff and residential staff will follow the procedures outlined in page 5, Strategy for Dealing with Bullying
- All staff must use the Bullying Logs when reporting bullying and record the incident, what work/action has been taken and notes of any discussions with parents, perpetrator and the victim
- The Key Stage Leaders and Deputy Head of Care to monitor perceived cases of bullying
- Police Liaison for Oakfield may be brought in to support
- Referral to the Emotional Wellbeing Team for Victim, Perpetrator or both if required
- Safeguarding/Multi Agency Coordinators to inform outside agencies if required

13.2   The Governing Body:

- Support the Headteacher and staff in the implementation of this policy.
- Be fully informed of matters concerning anti-bullying.
- Regularly monitor incident reports and actions taken to be aware of the effectiveness of this policy.
- The Chair of Governors has specific responsibility for overseeing and monitoring the implementation of Oakfield's anti-bullying policy.

13.3   The Headteacher:

- Bullying is addressed in the curriculum.
- All staff receive training that addresses bullying behaviour.

13.4   Senior Leaders responsible for Bullying:

- The Safeguarding and Multi Agency Coordinators are the senior leads for bullying within the school.
- Safeguarding and Multi Agency Coordinators to monitor and analyse data on bullying incidents to identify patterns or trends, involving outside agencies if required.
- The Assistant Head has responsibility for the School Council and Pupil Voice.

- The Key Stage Leaders and Deputy Head of Care to monitor and analyse perceived cases of bullying and report to the SLT.
- Key Stage Leaders to share all bullying logs in the managers' meetings in which safeguarding leads attend.

13.5 Parents/Carers:

- We expect that parents/carers will understand and be engaged in everything that is being done to make sure their child enjoys and feels safe at school and that they will support us in helping us meet our aims. We want them to feel confident that everything is being done to make sure their child is happy and safe at school. See Appendix 2 – Advice for Parents and Carers.

13.6 Pupils. We expect that pupils:

- Will support the Headteacher and staff in the implementation of the policy.
- Will not bully anyone else, or encourage and support bullying by others.
- Will tell an adult if they are being bullied, usually a member of staff or parent.
- Will act to prevent and stop bullying, usually this is through telling an adult if they know or suspect that someone else is being bullied.
- recognise that being a "bystander" is not acceptable, and understand how their silence supports bullying and makes them, in part, responsible for what happens to the victim of bullying.

14   Complaints

14.1 If parents/carers are not satisfied with the response to any reports of bullying, they should contact the Headteacher. If they remain dissatisfied, they should follow the school's complaints procedures.

Incidents of Bullying

Perpetrator /s:		Victim:	

Tutor Group/s:		Tutor Group:	

Bullying incidents related to (please tick √ the appropriate):			
Race		Appearance	
SEN or disabilities		Sexual Orientation	
Gender		Religion or Culture	
Body type		Other (specify below):	

Forms of Bullying used (please tick √ the appropriate):			
Physical aggression		Damaging or taking personal possessions	
Deliberately		Verbal threats	
Name calling and teasing		Spreading rumours	
Cyber bullying		Extortions	
Homophobic		Other (specify below):	

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Summary of the Incident			
Date:		**Time:**	
Location (including room numbers):			

Frequency and duration of the behaviour (please tick √ the appropriate):			
Once or Twice		Persistent throughout 2 months	
Several times each week		Bullying occurred previously between pupil/s	

Referrals	
Parents/Carers informed (If no, please state the reasons why):	
Referral for Internal Support (EWB or Safeguarding):	
Referral for External Support (Anti-Bullying Project, RAPP, Children's Social Care or other:	

The rest of the form will be completed by SLT (please don't continue past this point)

Action:

Outcome:

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Monitoring/Follow Up		
Date:	**Notes of Discussion**	**Outcome of Review** (resolved/specify if further intervention required)

Evaluation Rating (please tick the appropriate):			
Targeted Pupil		**Reporter of Incident**	
Good		Good	
Satisfactory		Satisfactory	
Poor		Poor	

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Appendix 2

Advice for Parents and Carers.

At Oakfield School staff, parents and children work together to create a happy, caring, learning environment where positive relationships are developed and valued.

Bullying, verbal, physical, on-line or indirect will not be tolerated and will always be dealt with quickly, efficiently and sensitively.

Things you can do at home:

Watching for a pattern

- Wanting more / less attention
- Not wanting to go to school
- Frequent minor illnesses
- Coming home with bruises or torn clothing
- Possessions disappearing
- Becoming withdrawn

What to do

- Treat the matter seriously
- Keep a diary of incidents
- Try and help your child deal with the situation
- Do not approach the bully
- Do not advise your child to fight back
- Contact the school and speak to staff.
- Have a good oversight of children's online use ensuring appropriate parental controls are in place.

Useful links for parents

https://www.nspcc.org.uk/keeping-children-safe/online-safety/parental-controls/

https://www.youngminds.org.uk/parent/parents-a-z-mental-health-guide/bullying/

https://www.mencap.org.uk/advice-and-support/bullying-and-discrimination/advice-and-support-parents-about-bullying

https://www.nationalbullyinghelpline.co.uk/kids.html

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Appendix 3

Incidents of Racism

Staff Details

To whom the incident was report	Date:

Form of racism *(Please √ in the appropriate box)*

Physical		Homophobic	
Verbal		Racist	
Emotional		Other	
Cyber			

Alleged Victim   **Alleged Perpetrator**   **M/F**

Name   **Name**

Year Group   **Year Group**

Please complete, if appropriate   *Please complete, if appropriate*

SEN		SEN	
LAC		LAC	
EAL		EAL	
Young Carer		Young Carer	
PA		PA	

Summary of the Incident

Date of the incident: **Time of the incident:**
Location of the incident:
Frequency and Duration of the Behaviour: *(Tick as appropriate)*
Once or Twice   Persistent throughout 2 months   ☐
Several times each week   ☐   Persistent for more than a year   ☐

Action

Parents/Carers Informed   Yes   No
(If no, please state the reason why)

Referral for external support   Yes   No
(Anti Bullying Project, RAPP, Children's Social Care, other)

Outcome

Monitoring/Follow Up

Date	Notes of Discussion	Outcome of Review *(Resolved/Specify if further intervention required)*

Evaluation Satisfaction Rating
(Please √ as applicable)

Targeted Pupil	Good ☐	Satisfactory ☐	Poor ☐
Reporter of incident	Good ☐	Satisfactory ☐	Poor ☐

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