

EGGLESCLIFFE SCHOOL AND SIXTH FORM COLLEGE

A MEMBER OF
VISION ACADEMY
LEARNING TRUST

EGGLESCLIFFE SCHOOL ANTI-BULLYING POLICY

Policy Reviewed and Adopted by the Local Governing Body

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1. Overview

Eggescliffe School believes that all pupils are entitled to learn in a safe and supportive environment; this means being free from all forms of bullying behaviour. This policy outlines how instances of bullying are dealt with, including the procedures to prevent repeated occurrences of bullying. It addresses fundamental considerations such as spotting the signs of bullying, prevention strategies, sanctions, providing support and statutory responsibilities.

These strategies, such as learning about tolerance, mutual respect and difference as part of the school's curriculum, aim to promote an inclusive, tolerant and supportive ethos at the school. All staff, parents/carers and pupils work together to prevent and reduce any instances of bullying at the school.

2. Principles

2.1. The following principles underpin our approach to bullying and are linked to the school policies on behaviour and peer on peer abuse: -

- All pupils have the right to a safe, caring and protective environment in school.
- Responses to bullying incidents will be robust and consistent and aim to prevent rather than control.
- Disapproval of bullying should be aimed at the behaviour of the pupil not the pupil as a person.
- The school may seek the support of parents in dealing with incidents of bullying.
- There is no such thing as acceptable bullying.

2.2. The pupils and staff at Eggescliffe School believe all forms of bullying are hurtful and wrong. This includes all forms of bullying as outlined throughout the policy.

3. Definition

3.1. The DfE defines bullying as

Behaviour by an individual or a group, repeated over time, that intentionally hurts'.

It might be motivated by actual or perceived differences between children.

Experts believe it involves an imbalance of power between the 'harmed' and the 'wrongdoer'. This could involve the 'wrongdoers' having control over the relationship which makes it difficult for the 'harmed' to defend themselves. The imbalance of power can manifest itself in several ways, it may be physical, psychological, derive from intellectual imbalance, or by having access to the support of a group, or the capacity to socially isolate. It can result in the intimidation of a person or persons through the threat of violence or by isolating them either physically or online.

3.2. Types of bullying

- **Physical** : includes kicking, hitting, pushing and intimidating behaviour or interference with personal property
- **Verbal/psychological**: includes threats, taunts, social isolation, name calling, spreading of rumours
- **Racist bullying: Any incident which is perceived to be racist by the victim** (the harmed) by another person. This could be physical, verbal, written and online but based on

race, colour, ethnicity, nationality, culture or language. (See below for guidelines on effectively challenging racism – section 7)

- **Sexist bullying:** Use of sexist language or negative stereotyping based on their sex/gender. It can be unwanted/inappropriate sexual behaviours such as physical contact or sexual innuendo.
- **Sexual bullying:** Bullying behaviour that has a physical, psychological, verbal or non-verbal sexual dimension or dynamic that subordinates, humiliates or intimidates another person. This is commonly underpinned by sexist attitudes or gender stereotypes.
- **LGBTQ+ bullying:** This could be verbal, physical, written or negative stereotyping based on their actual or perceived sexual orientation or bullying based on another person's gender identity or gender presentation, or for not conforming to dominant gender roles.
- **SEN/Disability otherwise termed as ableist bullying:** Bullying behaviour that focusses on another person's disability or support needs. This could be verbal, physical, written, negative stereotyping or exclusion from an activity based on disability or learning need.
- **Gifted and Talented bullying:** This could be verbal, physical, written, negative stereotyping or social isolation based on high levels of ability or effort
- **Cyberbullying:** Abuse on line through any type of social media platform including verbal, sharing of images, setting up fake accounts with the intention of causing harm and interfering with electronic files. (The Education Act 2011 give teachers wider powers to tackle cyberbullying by providing specific power to search for and, if necessary, delete inappropriate images on electronic devices including mobile phones) See appendix I for further guidance
- **Prejudicial bullying:** Bullying based on prejudices directed towards specific characteristics or experiences, e.g. religion or mental health issues.
- **Relational bullying:** Bullying that primarily constitutes of excluding, isolating and ostracising someone – usually through verbal and emotional bullying.
- **Socioeconomic bullying:** Bullying based on prejudices against the perceived social status of the victim, including, but not limited to, their economic status, their parents' occupations, their health or nutrition level, or the perceived "quality" of their clothing or belongings.

4. Peer-on-peer abuse

The school has a zero-tolerance approach to all forms of peer-on-peer abuse, including sexual harassment and sexual violence.

To prevent peer-on-peer abuse and address the wider societal factors that can influence behaviour, the school will educate pupils about abuse, its forms, and the importance of discussing any concerns and respecting others through the curriculum, assemblies and PSHE lessons.

All staff will be aware that pupils of any age and gender are capable of abusing their peers. Staff will take all instances of peer-on-peer abuse equally seriously regardless of the characteristics of the perpetrators or victims, will never tolerate abuse as "banter" or "part of growing up", and will never justify sexual harassment, e.g. as "boys being boys", as this can foster a culture of unacceptable behaviours. Staff will also be aware that peer-on-peer abuse can be manifested in many ways, including sexting, sexual harassment and assault, and hazing- or initiation-type violence.

Pupils will be made aware of how to raise concerns or make a report and how any reports will be handled – this includes the process for reporting concerns about friends or peers. If a pupil has been harmed, is in immediate danger or is at risk of harm, a referral may be made to the Children's Hub, where the DSL deems this appropriate in the circumstances.

The school's Peer-on-peer Abuse Policy outlines the school's stance on addressing peer-on-peer abuse, including sexual abuse, and the procedures in place will be adhered to if any instances are uncovered or disclosed. More information on the school's approach to preventing and managing instances of peer-on-peer abuse can be found within this policy and the Child Protection and Safeguarding Policy.

5. Signs of bullying

Staff will be alert to the following signs that may indicate a pupil is a victim of bullying:

- Being frightened to travel to or from school
- Unwillingness to attend school
- Repeated or persistent absence from school
- Becoming anxious or lacking confidence
- Saying that they feel ill repeatedly
- Decreased involvement in school work
- Leaving school with torn clothes or damaged possessions
- Missing possessions
- Missing dinner money
- Asking for extra money or stealing
- Cuts or bruises
- Lack of appetite
- Unwillingness to use the internet or mobile devices
- Lack of eye contact
- Becoming short tempered
- Change in behaviour and attitude at home

Although the signs outlined above may not be due to bullying, they may be due to deeper social, emotional or mental health issues, so are still worth investigating. Pupils who display a significant number of these signs will be approached by a member of staff to determine the underlying issues causing this behaviour.

Staff will be aware of the potential factors that may indicate a pupil is likely to exhibit bullying behaviours, including, but not limited to, the following:

- They have experienced mental health problems, which have led to them becoming more easily aggravated
- They have been the victim of abuse
- Their academic performance has started to fall and they are showing signs of stress

If staff become aware of any factors that could lead to bullying behaviours, they will notify the pupil's form tutor, who will investigate the matter and monitor the situation.

6. Bullying out of school

- 6.1 The Head Teacher has a specific statutory power to discipline pupils for poor behaviour, including bullying, outside of the school premises. This can relate to bullying incidents occurring anywhere in the school community.

- 6.2 **Online bullying that occurs out of school is not the school's responsibility as pupils are under their parents'/carers' supervision during evenings and weekends.** However, the school will aim to provide pupils and parents/carers with support and reach a satisfactory conclusion, if the bullying becomes an issue during the school day.
- 6.3 The school does provide advice to pupils on how to protect themselves online and what to do if they experience cyberbullying. This is explicitly taught as part of the PSHE programme.

7. Strategies for dealing with bullying

7.1 School Ethos

Bullying can be prevented by making it explicit to staff and pupils that the Eggescliffe School ethos is based on **ready, responsible and respectful** and does not tolerate bullying of any kind. Key staff are fully aware of this anti-bullying policy and understand that not taking any action against unpleasant behaviour by one person to another can show acceptance of such behaviour. Pupils are explicitly taught about the definition of bullying, types of bullying, the role of the bystander and how to react to any bullying events. This is part of the PSHE programme in every year group (see the PSHE programme of study on the website).

7.2 Staff responsibilities

The governing board, headteacher and SLT is responsible for:

- Evaluating and reviewing this policy to ensure that it does not discriminate against any pupils on the basis of their protected characteristics or backgrounds and accounting for new legislation and government guidance.
- The overall implementation and monitoring of this policy.
- Ensuring that the school adopts a tolerant and open-minded policy towards difference.
- Ensuring the school is inclusive.
- Analysing any bullying data to establish patterns and reviewing this policy in light of these.
- Appointing a safeguarding link governor who will work with the DSL to ensure the policies and practices relating to safeguarding, including the prevention of cyberbullying, are being implemented effectively.

Heads of year are responsible for:

- Corresponding and meeting with parents where necessary.
- Providing a point of contact for pupils and parents when more serious bullying incidents occur.
- Holding a restorative conversation (where deemed appropriate).
- Providing follow-up support after bullying incidents.

Teachers are responsible for:

- Being alert to social dynamics in their class.
- Being available for pupils who wish to report bullying.
- Providing follow-up support after bullying incidents.
- Being alert to possible bullying situations, particularly exclusion from friendship groups, and informing the pupil's heads of year of such observations.
- Refraining from stereotyping when dealing with bullying.

- Understanding the composition of pupil groups, showing sensitivity to those who have been the victims of bullying.
- Reporting any instances of bullying once they have been approached by a pupil for support.

All staff play a crucial role in dealing with incidents of bullying. A pupil may confide in any member of staff at any time about bullying and staff will reassure the pupil that something will be done to stop the bullying and that it will be handled in a sensitive but consistent manner.

It is important that safeguarding procedures are followed and confidentiality must never be promised

- Those who are being harmed need to feel protected and reassured. They should be advised against staying away from school and against any form of retaliation as this may escalate the situation
- The wrongdoers should be supported to help them realise the impact of their behaviour and to change this behaviour. Staff should encourage pupils to come forward and report incidents of bullying – pupils should be fully aware of ‘bystander theory’ and realise that they have a responsibility to help reduce incidents of bullying by coming forward and letting staff know
- While all staff have a responsibility to take action when bullying occurs, it is clear that there needs to be a stepped process and that Heads of House and SLT could investigate bullying incidents. This must be rigorous and fair and involve collating information from the harmed, the wrongdoer and any witnesses. This can be a lengthy process. At this stage a CPOMS log of the incident will be created and added until the incident reaches a conclusion
- There will not be single solution that suits all incidents. A list of possible actions appears in appendix 3.
- It may be necessary to ask a pupil to keep a log of incidents to allow staff to track more clearly what is happening. A flow chart in appendix 2 shows the stages for dealing with a bullying incident at this level.
- Eggescliffe School has an ethos of excellent behaviour where pupils treat one another and the school staff with respect because they know this is the right way to behave. Values of respect for staff and other pupils, an understanding of the value of education, and a clear understanding of how our actions affect others permeate the whole school. This will all help towards tackling bullying (see behaviour policy).
- The staff who deal with a specific bullying incident should not discuss sanctions and consequences for the wrongdoer with the parent/carer of the harmed. It is important that the ‘harmed’ pupil and parents/carers feel confident that appropriate action has been taken to address the bullying. Communication is important especially with the harmed.

8. Whole school strategies

8.1 Duties- Breaktime, lunchtime and bus duties are important and all staff are assigned to a particular duty area by SLT. Bullying incidents are a lot less likely if there is staff presence at these times of day. The play areas and toilets are checked regularly during duty times. There are designated areas for recreation and sport and these are reviewed regularly. Students have access to a safe place, supervised by a teacher/teaching assistant, which is available for pupils to go to during free time if they feel threatened or wish to be alone. The teacher supervising the area will speak to pupils to find out the cause of any problems and, ultimately, stop any form of bullying taking place.

8.2 Classroom management- this remains the duty of the class teacher. Well planned, interesting lessons which promote learning together will reduce the likelihood of bullying incidents. Consistent application of the school ethos and behaviour policy as well as sensitive use of seating plans and grouped activities will minimise bullying events. Staff should be vigilant at all times and challenge unpleasant behaviour every time. Seating plans will be organised and altered in a way that may help prevent instances of bullying. Where deemed necessary, students may be required to move class groups if there was evidence of persistent bullying incidents.

8.3 PSHE – Anti- bullying is an important part of the PSHE programme in all year groups. This programme covers all aspects and types of bullying. It also has units on Tackling Racism delivered to all year groups. However, it also seeks to raise awareness of mental health issues and how to build resilience. Pupils are encouraged to work together to discuss issues and see things from other points of view. All of this helps to increase tolerance and so reduce bullying incidents. Assemblies are used to deliver explicit messages linked to self-awareness, bullying and the importance of resilience. These take place throughout the year for all year groups.

8.4 Staff will encourage pupil cooperation and the development of interpersonal skills using group and pair work. Diversity, difference and respect for others will be promoted and celebrated through various lessons. Opportunities to extend friendship groups and interactive skills will be provided through participation in special events, e.g. extra-curricular provisions.

8.5 Eggescliffe School does a range of activities for Anti-bullying week and has achieved the BIG award for work done to prevent bullying. (<http://www.bullyinginterventiongroup.co.uk/whatitis.php>). We also have resilience sessions as part of our PSHE programme.

8.6 Heads of Year have received training on the Restorative Conversation approach and this approach will be used when it is felt appropriate by wrongdoers and the harmed. The meeting sheets will be uploaded to CPOMS as a record of work undertaken to resolve issues

8.7 Online safety- Pupils are allowed to bring their mobile phones to school but once at school they must NOT be seen, heard or used while on site during the school day. If a pupil break this rule their phone will be confiscated. This policy will help reduce the likelihood of cyberbullying events during the school day. (See Online safety policy for further information)

8.8 Pastoral bulletin – this bulletin is available to staff every week and it can include a brief summary of any bullying issues between pupils and alert staff to be vigilant and report any concerns. The school will be alert to, and address, any mental health and wellbeing issues amongst pupils, as these can be a cause, or a result, of bullying behaviour. The school will ensure potential perpetrators are given support as required, so their educational, emotional and social development is not negatively influenced by outside factors, e.g. mental health issues.

9. Incident management and reporting

- 9.1 Ofsted requires school to produce a bullying report with records and analysis of bullying, discriminatory and prejudiced behaviour, either directly or indirectly, including racist, sexist, disability and LGBTQ+ bullying, use of derogatory language, racist incidents and incidents relating to sexual harassment and sexual violence.
- 9.2 This will be done in the following way. Analysis of the logs made on SIMS regarding unpleasant behaviour. Secondly incidents dealt with by Heads of Year and SLT will be recorded on CPOMS and there are different categories of bullying that can be recorded.
- 9.3 The flow chart below shows the route of investigation following an incident. This has been designed by some students and explained to staff and the remainder of pupils. It is referred to during PSHE lessons.
- 9.4 Pupils are able to report bullying using the Safespace reporting which is on the school website. The link provides the pupil with a form they can complete and it sends the report directly to SLT who then can allocate the report to the appropriate member of staff.

<https://egglescliffe.org.uk/safespace-reporting/>

- 9.5 In the event of bullying, victims will be offered the following support:
- Emotional support and reassurance from the school counsellor
 - Reassurance that it was right to report the incident and that appropriate action will be taken
 - Liaison with their parents to ensure a continuous dialogue of support
 - Advice not to retaliate or reply, but to keep the evidence and show or give it to their parent or a member of staff
 - Advice on aspects of online safety, in the event of cyberbullying, to prevent re-occurrence, including, where appropriate, discussion with their parents to evaluate their online habits and age-appropriate advice on how the perpetrator might be blocked online
 - Discussion with their parent on whether police action is required (except in serious cases of child exploitation or abuse where the police may be contacted without discussion with parents)

10. Guidelines for effectively challenging racism.

This has been adapted from No place for Hate (Show Racism the Red Card)

- 10.1 Challenge the attitude and behaviour, rather than the person: Ignoring the issue will not make it go away and silence sends the message that we are in agreement with such attitudes and behaviours.
- 10.2 Be aware of your own attitudes, stereotypes and expectations: Be honest about your own prejudices and biases. It is important not to be defensive when discriminatory attitudes or behaviours are brought to your attention.
- 10.3 Actively listen to and learn from others' experiences: do not trivialise, minimise or deny other people's concerns and feelings

10.4 Use language and behaviour that is inclusive and non-biased: Modelling is an inclusive way of being is important when educating young people. The words we chose to use, even in a light hearted manner, gives loud messages to what we feel is acceptable or otherwise

10.5 Provide accurate information to challenge stereotypes and biases: Take responsibility for educating yourself about issues surrounding racism. Try www.theredcard.org

10.6 Acknowledge diversity and avoid stereotypical thinking: Don't ignore or pretend not to see our rich differences. Acknowledging the difference is not the problem, but placing value judgements on those differences is.

10.7 Project a feeling of understanding, respect and support: When confronting individuals, firmly address the behaviours or attitudes whilst supporting the dignity of that person

Establish standards of responsibility and behaviour working collectively with others: Hold yourself and other accountable. Demonstrate your personal and organisational commitment in practice, both formally and informally. Maintain high expectations of all people and be a role model.

11. Appendix I Taken from UKCCIS

HANDLING INCIDENTS OF YOUTH PRODUCED SEXUAL IMAGERY

1. Initial response

Keeping Children Safe in Education statutory guidance sets out that all schools should have an effective child protection policy. Youth produced sexual imagery and a school's approach to it should be reflected in the policy.

All incidents involving youth produced sexual imagery should be responded to in line with the school's safeguarding and child protection policy.

When an incident involving youth produced sexual imagery comes to a school or college's attention:

- The incident should be referred to the DSL as soon as possible.
- The DSL should hold an initial review meeting with appropriate school staff.
- There should be subsequent interviews with the young people involved (if appropriate).
- Parents should be informed at an early stage and involved in the process unless there is good reason to believe that involving parents would put the young person at risk of harm.
- At any point in the process if there is a concern a young person has been harmed or is at risk of harm a referral should be made to children's social care and/or the police immediately.

2. Disclosure

Disclosures about youth produced sexual imagery can happen in a variety of ways. The young person affected may inform a class teacher, the DSL in school, or any member of the school or college staff. They may report through an existing reporting structure, or a friend or parent may inform someone in school or college, or inform the police directly.

All members of staff (including non-teaching staff) should be made aware of how to recognise and refer any disclosures of incidents involving youth produced sexual imagery. This should be covered within staff training and within the school or college's child protection policy.

Any direct disclosure by a young person should be taken very seriously. A young person who discloses they are the subject of sexual imagery is likely to be embarrassed and worried about the consequences. It is likely that disclosure in school is a last resort and they may have already tried to resolve the issue themselves. Sexting in schools and colleges: responding to incidents and safeguarding young people

3. Initial review meeting

The initial review meeting should consider the initial evidence and aim to establish:

- Whether there is an immediate risk to a young person or young people
- If a referral should be made to the police and/or children's social care
- If it is necessary to view the imagery in order to safeguard the young person – **in most cases, imagery should not be viewed**
- What further information is required to decide on the best response?
- Whether the imagery has been shared widely and via what services and/or platforms. This may be unknown.
- Whether immediate action should be taken to delete or remove images from devices or online services
- Any relevant facts about the young people involved which would influence risk assessment
- If there is a need to contact another school, college, setting or individual
- Whether to contact parents or carers of the pupils involved - in most cases parents should be involved

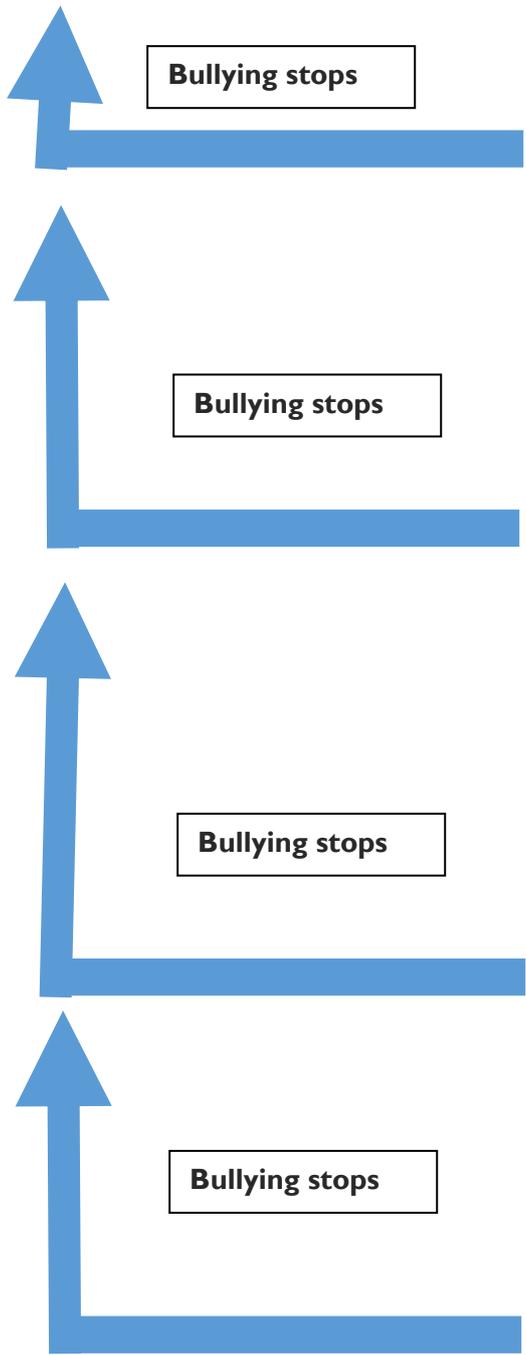
An immediate referral to police and/or children's social care should be made if at this initial stage:

- The incident involves an adult
- There is reason to believe that a young person has been coerced, blackmailed or groomed, or if there are concerns about their capacity to consent (for example, owing to special educational needs)
- What you know about the imagery suggests the content depicts sexual acts which are unusual for the young person's developmental stage, or are violent
- The imagery involves sexual acts and any pupil in the imagery is under 13
- You have reason to believe a young person is at immediate risk of harm owing to the sharing of the imagery, for example, the young person is presenting as suicidal or self-harming

If none of the above apply then a school may decide to respond to the incident without involving the police or children's social care (a school can choose to escalate the incident at any time if further information/concerns come to light).

12. Appendix 2

Pupil feels safe and secure



Incident reported

ACTION

- Report to tutor or class teacher.
- Advise harmed how to be safe
- Speak to wrongdoer
- Monitor

Bullying continues

ACTION

- Report to HOY
- Bullying log initiated on CPOMS
- Speak to wrongdoers
- Consider appropriate sanctions/ restorative conversation.
- Record actions
- Ask pupil if they wish to use a bully log
- Review meeting with harmed

Bullying continues

ACTION

- Report to SLT
- Consider appropriate sanctions/ restorative conversation with review meeting.
- Inform parent/carer
- Sanctions for wrongdoer
- Bullying log updated on CPOMS
- Review meeting with harmed

Bullying continues

ACTION

- Report to Headteacher
- Parent /carer meeting
- Governors informed
- Possible FTE
- Bullying log updated and completed on CPOMS
- Review meeting with harmed

13. Appendix 3

Possible actions to resolve bullying	
By the harmed	
<ul style="list-style-type: none"> • Be clear on the definition of bullying • Avoid the wrongdoers • Stay with a group of friends • Stay where a member of staff is present • Stay calm • Avoid retaliation • Use techniques such as a 'fogging' or 'ignoring' as shown in PSHE lessons • Keep a bullying log • Keep staff informed 	
By members of staff	
<ul style="list-style-type: none"> • Be clear on the definition of bullying • Be familiar with the Anti-bullying policy • Challenge unpleasant behaviour every time • Challenge the behaviour not the pupil • Listen to what pupils are saying • Change seating plans or groups for group work • Be on time for all your duties • Be on time for all your lessons (meet and greet) • Be a good role model • Pass incidents on to HOY or SLT if you feel this is necessary 	
By HOY/SLT	
<ul style="list-style-type: none"> • Be clear on the definition of bullying • Be familiar with the Anti-bullying policy • Advise the harmed how to be safe • Suggest a bullying log is kept • Speak privately to wrongdoers • Let staff know about the issues if necessary • Change seats, class, from class, house block if needed • Isolation at break and/or lunchtime • Restorative conversation • Possible FTE • Additional support for the harmed and/or wrongdoers (mentor/counselling) • Inform parents if necessary • Ensure PSHE programme is fit for purpose and quality assured • Analyse bullying logs and unpleasant behaviour to inform general actions • Review actions with the harmed • Log incidents on CPOMS 	
Information for wrongdoer	
<ul style="list-style-type: none"> • Keep away from the 'harmed' • Expect to be spoken to by member of staff • Expect consequences for your actions (see flow chart for possible outcomes) • Reflect on actions (maybe using restorative conversation) 	