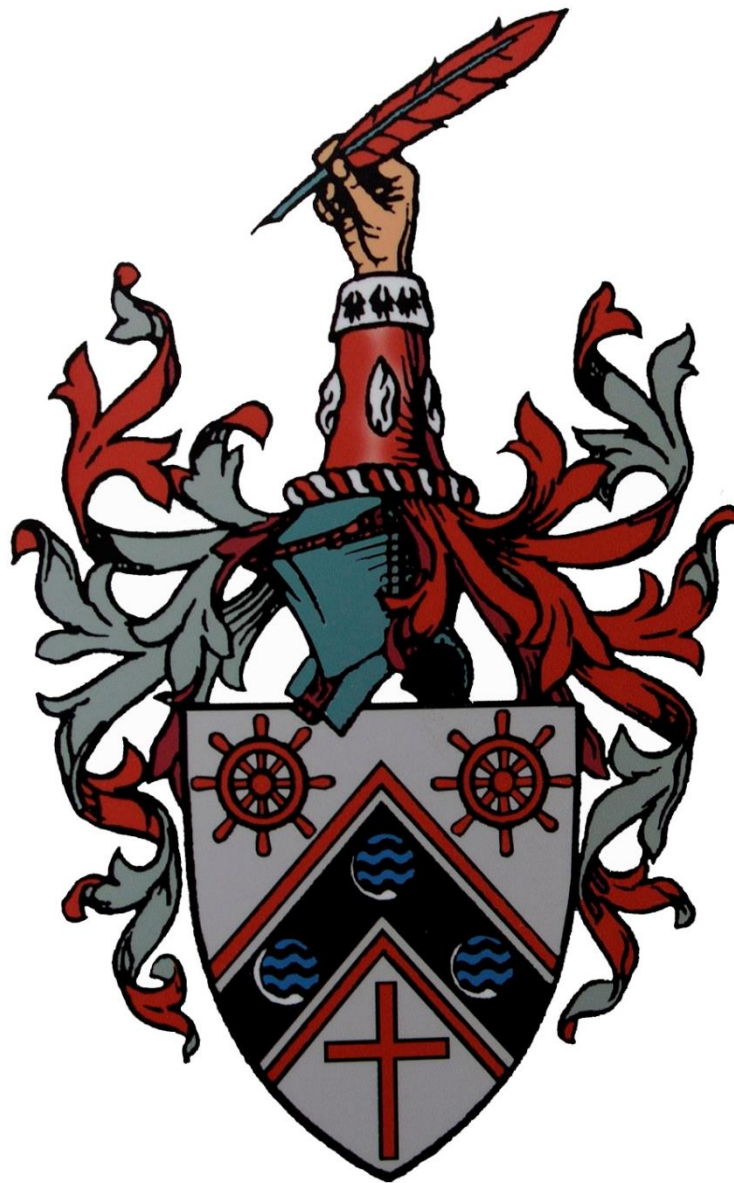


SIR JOHN CASS FOUNDATION AND REDCOAT SCHOOL &
SIXTH FORM COLLEGE



ANTI-BULLYING POLICY

Ratified by Governors: Jan 2012

Member of SMT responsible for Policy: Iain Cameron

It is a right of all pupils to be taught in a safe and secure learning environment. All staff, parents/carers and pupils must be aware that bullying will not be tolerated at Sir John Cass Red Coat School and we will make every effort to ensure that bullies are dealt with appropriately.

Aim

The aim of the anti-bullying policy statement is to clarify for all members of Sir John Cass Red Coat School that all forms of bullying are always unacceptable, will be challenged by this institution dealt with rigorously.

Definitions of Bullying:

Bullying is the **on-going** and **deliberate** intention to hurt, threaten or frighten someone. Bullying can be physical, verbal, emotional or through modern electronic devices collectively known as cyber-bullying.

- **Physical-** hitting, kicking, punching, taking or hiding belongings, damaging property.
- **Verbal-** name calling, teasing, insulting, cussing, writing unkind notes, sexual harassment, racial abuse & homophobic abuse.
- **Emotional-** being unfriendly, excluding, tormenting, spreading rumours, giving looks, gesturing.
- **Cyber-** is when a child is tormented, threatened, harassed, humiliated, embarrassed or targeted by another child using the Internet, mobile phone, or other type of digital technology.

Guidelines for students.

It is important that all members of our school community make every attempt to recognise and report all forms of bullying.

If you think you are being bullied:

- Tell a member of staff immediately. You will be listened to and the member of staff will discuss with you how the issue can be resolved.
- Tell a friend and they will contact a member of staff.
- Tell someone at home and ask them to contact your tutor or Head of Year.
- Tell a peer mentor or any student in the school you trust.
- Save all messages sent to you via text or e-mail.

If you think a friend or someone else in the school is being bullied:

- Encourage them to report it and offer them help to do so if necessary.
- Tell a member of staff.
- Tell someone at home who can report it to the school

Guidelines for Parents/Carers

If you think your child is being bullied:

- Reassure your child that you and the school will work together to make things better and that where possible the incident will remain confidential while it is being investigated.
- Contact the school immediately. You can speak to the form tutor, Head of Year, Head of Key Stage or any other member of staff. They will deal with the issue sensitively.
- Maintain contact with the school as the issue is being investigated. If the bullying does not stop, ensure that the school is informed so that further action can be taken.
- Monitor your child's use of the internet and in particular websites for social networks.

What will happen to students involved in bullying?

- They will have to explain their behaviour to a member of staff.

- An account of the incident will need to be written down and signed. The staff member/s involved in the incident will record the information and action on the e-portal system.
- The parents will be told and may be invited to school to see a copy of the incident and to discuss the follow up course of action to be taken .
- The report will be kept on file.
- The student involved in the bullying incident may be required to apologise to the person bullied. The person bullied may wish to explain how the bully has made them feel.
- The student/s involved in bullying may be required to have a detention with a senior member of staff at break, lunchtime and after school.
- The student/s involved may be required to go on report while their behaviour is monitored.
- The student/s involved may be placed in the Learning Support Unit (LSU) for a fixed period of time. This provides the opportunity to reflect on behaviour and discuss strategies to prevent this happening again.
- The victim and perpetrator/s may be offered support from a counsellor.
- If a pupil is involved in bullying their parents/carers will be expected to meet with a member of staff to discuss their future at this school.
- An account of the bullying incident and the subsequent action may be sent to the local authority.
- The student/s involved in bullying may be required to have a PSP (Pastoral Support Plan). In addition the student/s may have a CAF (Common Assessment Framework) completed.
- The student/s involved may be excluded from this school for a fixed period of time or for permanent exclusion
- These sanctions may apply even if the incident of bullying happens outside of school.

As a school we will:

- Maintain a strong anti-bullying ethos within the school reinforced by behaviour management; assembly presentations and curriculum content.
- Encourage staff to identify bullying and to recognise the procedures in the school to deal with the issue.
- Maintain high levels of staff supervision at lesson change over, morning break, lunch time and after school.
- Investigate all alleged incidents of bullying.
- Provide the means to support victims of bullying. This may mean a referral for counselling for the victim and/or the perpetrator.
- The school may use mediation to prevent future incidents of bullying.
- Monitor student use of the internet using agreed filters/firewalls.
- Ensure adequate sanctions are taken and also to make sure support and guidance is provided.
- To provide in-service training for staff to manage behaviour and to detect and respond to bullying.

Monitoring and effectiveness of Policy:

- The school will monitor the anti-bullying policy through the checking of e-portal entries. This information is supplied to HOYs to analyse for patterns/areas of concern.
- The school will survey parents and students to check that concerns regarding bullying are being addressed.

January 2012