



St. Joseph's Catholic Academy

In our School, may there be prayer,
learning and humour, hard work,
faith and friendship.



Anti-Bullying Policy

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Bishop Chadwick
Catholic Education Trust

Policy details

Approved by:	Local Governing Committee
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STATEMENT OF INTENT

We at St Joseph's Catholic Academy aim to create an environment where all members of the school community are encouraged to follow Christ's call to 'Love Thy Neighbour'. There is no place in our school community for behaviours or actions which are aggressive, dangerous or have the effect of intimidating, humiliating or offending others.

The policy is available on both school websites, and electronic shared staff area and by request from either the Deputy Head or the Head of the School.

The policy should be read in conjunction with the school's policies:

- Child Protection (safeguarding)
- Equal Opportunities
- Governors Behaviour Standards
- SEN
- PSHE Schemes of Work
- and is integral to the Spiritual, Moral, Social and Cultural development of students.

The anti-bullying document is also compliant with:

- Equality Act, 2010
- SEND Code of Practice 2014: 0 to 25 years
- Preventing and Tackling Bullying: Advice for School Leaders, Staff and Governing Bodies, October 2014
- Keeping Children Safe in Education, DFE, 2019

DEFINITION OF BULLYING

The following statement was chosen by the students of St Joseph's Catholic Academy in 2018-19 as their definition of bullying: 'Bullying may be defined as any deliberately hurtful behaviour, usually repeated over a period of time and intentionally hurts another student or group physically or emotionally, where it is difficult for those being bullied to defend themselves, and is often motivated by prejudice.'

St Joseph's Catholic Academy view that examples of unacceptable behaviour include:

- physical (including sexual) assault.
- verbal abuse, by name calling, teasing or making offensive remarks.
- cyber-bullying, which is defined as the use of ICT by an individual or group in a way that is intended to upset others. Examples include using social websites, mobile phones, text messaging, photographs, video and email.
- indirect emotional tormenting by excluding from social groups or spreading malicious rumours.

Bullying may involve complicity that falls short of direct participation by, for instance, manipulating a third party to tease or torment someone. It may be overt and intimidating but is often hidden and subtle. It includes actions or comments that are

racist, religious or cultural, homophobic, transphobic, sexist, sexual or which focus on disabilities or other physical attributes or any reference to Special Educational Needs and/or disability.

The seriousness of bullying cannot be emphasised enough. Bullying is among the top concerns that parents have about their children's safety and well-being at and on the way to and from school. Bullying is also a top concern of children and young people themselves. Bullying makes the lives of its victims a misery: it undermines their confidence and self-esteem and destroys their sense of security and can be psychologically damaging. Bullying impacts on its victims' attendance and attainment at school, marginalises those groups who may be particular targets for bullies and can have a life-long negative impact on some young people's lives. At worst, bullying has been a factor in student suicide.

It is acknowledged that bullies may have complex reasons for their behaviour and may well need help. It should also be recognised that the consequences of being allowed to 'get away with it' can be detrimental to them as well as to their victim. All students deserve the opportunity to be helped to understand what acceptable behaviour is. Students are educated through PSHE, assemblies, drama and staff modelling to raise awareness, with discussions of differences between people and the importance of avoiding prejudice. There are criminal laws that apply to harassment, assault and threatening behaviour. If staff feel that an offence may have been committed they should seek assistance from the police.

INDICATORS OF THE CHARACTERISTICS OF BULLYING

Can be mistaken for bullying but it is not bullying and will be classed as a hurtful incident.	Bullying where harm is intended. To be classed as bullying it can be any one of the below and be repetitive.	Criminal Activity (to be decided by the police)
<p>Playful teasing A one- off fight Rough and tumble or play fighting without real intention to cause damage</p>	<p><u>PHYSICAL</u> Any form of physical attack which is not a one-off event. Damaging someone else’s property which is not a one-off event.</p> <p><u>NON-PHYSICAL</u> Abusive language Abusive telephone calls Abusive texting Extorting money Intimidation/threats of violence Name calling Racist/sexist remarks Sexually suggestive language Cruel remarks Spreading false/malicious rumours via social media or otherwise</p> <p><u>NON-VERBAL</u> Direct Mean faces/rude gestures Indirect Manipulating/ruining friendships Systematically excluding, ignoring and isolating Sending often anonymous poisonous notes texts messages etc. Videoing incidents</p>	<p>Assault with a weapon</p> <p>Grievous bodily harm</p> <p>Seriously threatening to kill or harm</p> <p>Serious theft</p> <p>Sexual abuse</p> <p>Racial abuse</p>
<p><u>Suggested School Action</u> these should be handled sensitively by the school where appropriate but not treated as bullying</p>	<p><u>Suggested School Action</u> This should be handled by the school</p>	<p><u>Suggested School Action</u> These should be handled by the police or other appropriate authorities</p>

The Anti-Bullying Handbook Keith Sullivan Oxford OUP

AIM OF ST JOSEPH'S CATHOLIC ACADEMY

- To promote a secure and happy environment in our community, free from threat, harassment and any type of bullying.
- To take positive action to prevent bullying from occurring through a clear school policy on personal and social development.
- To show commitment to overcoming bullying by practising zero tolerance.
- To inform students and parents of the school's expectations and to foster with them a productive partnership, their helps to maintain a bully-free environment.
- To support students in being caring citizens in and out of school.
- To ensure that staff are aware of their role in fostering the knowledge and attitudes which will be required to achieve these aims.

PROCEDURES, GUIDANCE AND INTERVENTIONS

The anti-bullying policy applies to all students and staff who work at the school and may extend beyond the school site; these includes school trips, the journey to and from school for students and with the use of social media networks. The policy therefore applies at all times when staff 'duty of care' responsibilities apply. The governors wish all parents and carers to know that they expect the school to have a loving atmosphere in which students can feel happy and secure and able to work to the best of their ability.

Students of St Joseph's Catholic Academy will be educated that bullying is not acceptable. This will be through a series of anti-bullying campaigns including taught RE lessons, tutor activities, assemblies and student-led events related to bullying issues. The anti-bullying policy will also be promoted through school displays.

The Head of School will make clear the school's stance on bullying to all parents of in-coming students. All new students will be informed of the anti-bullying policy at the start of the school year. Parents/carers are encouraged to report bullying and in the first instance should do these via the Head of House. Parents/carers of students who join the school during the school year will be informed of the school's stance on bullying when they meet them prior to student admission.

All staff will be issued with guidelines on bullying as part of the school's anti-bullying policy. These guidelines are explained to new staff as part of induction and re-enforced by the Pastoral Team at regular house team meetings. Non-teaching staff will be issued with copies of the guidelines on bullying and will be aware of the school's stance on bullying.

We at St Joseph's Catholic Academy take bullying seriously and provide guidance for all staff. Identifying students who are being targeted is often difficult. We use the following indicators as guidelines:

- The student's work may be suffering
- They appear to have no friends around
- They appear to be unhappy
- They are frequently absent
- They tend to display aggressive behaviour

We encourage all staff to observe general behaviour in and around school.

Should any bullying be taking place then students are always encouraged to tell an appropriate person. This could be any member of staff. Students will usually choose a member of staff with whom they feel particularly at ease.

The Pastoral Team must be informed and an investigation conducted into the alleged incident. Incidents of bullying witnessed by staff should be reported to the Pastoral Team via CPOMS or a cause of concern form.

Parents/carers of both parties will be informed and if appropriate a meeting will also take place. Proven incidents of persistent harassment and intimidation may result in a permanent exclusion. Parents/carers should be aware that the staff may wish to contact the police for further advice and action.

DEALING WITH STUDENTS WHO HAVE BEEN BULLIED

Procedure if a student should witness bullying behaviour:

Students should report the incident to a Head of House / trusted teacher as soon as possible.

Procedure for members of staff should you witness an incident of bullying or it is reported to you:

1. Reassure and support the students involved.
2. Advise them that you are required to pass the details on to the relevant member of the pastoral team.
3. Inform an appropriate member of the pastoral team as soon as possible.

Heads of House must record all incidents of reported bullying and ensure that the Deputy Head and Anti-Bullying Lead is informed.

The Deputy Head and Anti-Bullying Lead will keep a central log of all complaints or incidences of bullying and record the way in which they are dealt, this will be kept on CPOMS.

What will happen when potential bullying is reported?

The victim will be interviewed by the relevant pastoral staff and asked to write an immediate account of events. The process for dealing with bullying will be explained clearly to them. The victim is to be given the opportunity to discuss their own reactions and behaviour towards the bully. The victim is to be given support and advice and counselling is suggested if deemed appropriate.

Once the Head of House is clear that a bullying offence has been committed, the bully and any others involved will be interviewed individually and asked to write an immediate account of events. The process for dealing with bullying will be explained clearly to them, including where a restorative approach may be used supported by the pastoral team and parents or carers.

Details of the incident will be recorded on all the students' files via CPOMS. The Deputy Head and Anti-Bullying Lead is to be copied in so that it can be recorded as a bullying incident. The pastoral team will decide on an appropriate course of action. In the first instance the tutor or Head of House will interview the pupil or pupils whose behaviour has caused distress and give him/them a formal bullying warning; making it clear that any further incident (or discussion about the current incident) would be considered to be further bullying. It will be made clear why the behaviour was inappropriate and unacceptable. Support and counselling will be offered. A suitable sanction will also be given.

As appropriate the Deputy Head will become involved and the parents of the perpetrator/s will be informed by letter or telephone.

The following sanctions may be applied in accordance with the school behavioural standards:

- Formal School Warning from the Deputy Head. The Deputy Head will speak to the pupils involved and will contact the parents or guardians giving details of the offence and inviting them in to school to discuss the matter and to be present when their child is given a Formal School Warning. Their support for the school's actions should be enlisted if possible.
- Exclusion at the Head of School's discretion (see the GOVERNORS BEHAVIOURAL STANDARDS).

These are minimum sanctions. In very serious cases it may be necessary to make a report to the Police or Social Services. However, it is the policy of the school to attempt to resolve such issues internally using our own disciplinary sanctions, unless the matter is of such gravity that a criminal prosecution is likely.

St Joseph's will raise awareness of the staff through training and take positive action to reduce the risk of bullying at the times and places where it is most likely to occur. The key points from their policy will be prominently displayed on school notice boards and will be discussed with students during PSHE sessions. Anti-bullying will feature as a discussion point for student committees and feedback will be taken to school council. It will also be revisited as necessary during assembly sessions to all years and reinforced in other areas of the curriculum as the opportunities present themselves e.g. drama, physical education. Opportunities will also be sought to allow parents to contribute to the school's actions to prevent bullying.

Incidents of reported bullying will be followed up by Heads of House, to monitor that the problem has been resolved. The record of bullying offences will be reviewed by the Deputy Head, the Anti-Bullying Lead and the pastoral teams regularly at pastoral meetings to watch for patterns and check that the policy is effective.

We are absolutely confident that the vast majority of students will agree with our sentiments on bullying. It is our intention to identify and take action against those who do not.

DEALING WITH A STUDENT WHO IS A BULLY

We are aware a student may bully for a variety of reasons, including family or life events, an antisocial peer group, the social climate of the school or surrounding community or personality characteristics and or a combination of these and other factors. Some bullies may have low self-esteem that often manifests itself in violence. Some bullies are extremely manipulative of people and or situations.

STAFF AT ST JOSEPH'S CATHOLIC ACADEMY ARE ENCOURAGED TO:

- Diffuse the situation and remain calm and non-judgemental.
- Separate the bullying actions from the person who is bullying.
- Explain clearly to student what is going to happen to ensure they understand rules, responsibilities and consequences that the school follows.
- Involve and inform parents of events and consequences that may follow.
- Decide which strategy is effective and appropriate.
- Involve outside agencies if deemed appropriate e.g. CYPs, Educational Psychologist, and Social Worker.
- Where serious violence is involved the Headteacher may exclude the student immediately pending further investigations

EXPECTATIONS

Our aim at St Joseph's Catholic Academy is to put in place preventative measures through the following expectations:

EXPECTATIONS OF STAFF AND GOVERNORS:

- To embrace a whole school approach that celebrates individuals and provides support for all students.
- The school will have an effective anti-bullying policy in place that is an integral part of school life.
- A supportive governing body that encourages the involvement of parents in the school.
- A clear system of rules, rights, responsibilities and consequences.
- To provide an environment that is stimulating and enjoyable.
- To recognise that the responsibility for dealing with bullying incidents rests with the school and governing body.
- To know that the school has no responsibility to deal with bullying incidences that occur outside the school premises, however they will endeavour to support the child and parents.
- To respond to parental queries and concerns positively and without delay.

EXPECTATIONS OF PARENTS

- To be involved in their child's school life and attend events for parents at the school.
- To be supportive of the school's expectations of behaviour.
- To respond to school concerns positively and without delay.
- To know that the school has no responsibility to deal with bullying incidences that occur outside school premises, however they will endeavour to support the student and parents.

EXPECTATIONS OF STUDENTS

- To be involved in a proactive school council.
- To support the school rules, rights, responsibilities and consequences.
- To take responsibility for their behaviour.
- To respond to school concerns positively and without delay.

Control over the school environment can be both psychological and physical. Students will be taught to monitor their behaviour. Staff will ensure that they are a highly visible presence.

ACTION UNDERTAKEN BY SLT: PASTORAL TO COMBAT BULLYING

- Regular staff training to address policy issues provided by inset LA or outside agencies.
- Regular meetings to assess and review procedures/incidents.
- Address issues through PSHE Guidance Tutorials and assemblies.
- Training students to peer mentor.
- Effective deployment of learning mentors and or support staff.

Other providers of staff training:

- SCUUK (School Council UK)
- South Tyneside Council
- Support and advice from Community Police

MONITORING AND EVALUATION

The policy will be reviewed and monitored annually by the Anti-Bullying Lead, Deputy Head Teacher, Head of School and the Chair of Governors. The Chair of Governors will be kept informed of repeated incidents of bullying.

- Records will be kept for up to three years and then extended if the need required.
- There will be an annual review and update of policy by governing body.
- The policy will be shared and reviewed with staff/students/parents.
- The school council/governors where appropriate will be involved in reviewing the policy.

CASUAL ADMISSIONS

It is a statutory responsibility for all schools to have an Anti-Bullying Policy. This policy will explain how they will respond to all incidences. If you are worried or concerned about bullying issues, or your child has reported bullying to you, it is important that you make contact with the Head of School, who will ensure a member of staff follows up your enquiry, as outlined in their school's policy.

Staff will contact you to discuss your concerns so that they can work with you and your child to resolve the issues. If the matter remains unresolved the next step would be to refer the matter through the school's complaints procedure, which would involve the School's Governing Body. If you are requesting a school place because of alleged bullying you must submit confirmation in writing from your child's Head Teacher that in-school procedures have been fully exhausted. Your application will not be processed without their information.

PARENTS/ CARER GUIDANCE

We at St Joseph's Catholic Academy believe parents and carers have a vital role in ensuring their child adheres to the school rules and supports the school when dealing with contentious issues. These guidelines and information are available to parents and are displayed in and around school.

SIGNS TO LOOK FOR IN YOUR CHILD.

- Common symptoms may include: headaches, stomach aches, anxiety, irritability, stress.
- They may refuse to attend school.
- They may have few or no noticeable friends around.
- They may lose money or property.
- They may have unexplained bruises etc.
- They may be unwilling to talk about school.

PARENTS CAN:

- Obtain a copy of the school anti-bullying policy. Speak to staff at school about the problem.
- Find time to talk to your child. Empathise with the situation. Remind your child that they are a unique and wonderful person, with the same rights as everybody.
- Support your child. Tell them that it is not their fault. They can't choose the way people behave towards them, but they can choose how they respond.
- If the issue is not resolved see the Head of School.
- Support your child and the school by becoming involved in reviewing the policy.
- If you feel the matter is not resolved then you can follow the complaints procedure.

It is the parents, students, school and governors responsibility to try and reconcile bullying incidents that may occur.

IF YOU FEEL YOUR CHILD IS BULLYING OTHER CHILDREN

Look out for signs of bullying by your child or from others:

- Your child may have more money than usual.
- Your child may have property that does not belong to them.
- Your child may display aggressive behaviour and belittle others.
- These are only guidelines; your child may display some or all of these and not be bullying.

WHAT CAN YOU DO?

- If you are concerned do make an appointment to meet the Anti-Bullying Lead or pastoral team.
- Talk with them to discourage their behaviour.
- Discuss how it makes other children feel.
- Give praise when your child displays cooperative behaviour and kindness to others.
- Monitor their use of social media and other forms of communication.

A suggested resource for parents/carers:

<https://www.anti-bullyingalliance.org.uk/tools-information/advice-parents>

<https://youngminds.org.uk/find-help/feelings-and-symptoms/bullying/>

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/444865/Advice for parents on cyberbullying.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/444865/Advice_for_parents_on_cyberbullying.pdf)

<https://www.thinkuknow.co.uk/parents>

<https://www.ceop.police.uk/Safety-Centre/How-can-CEOP-help-me-YP/How-can-CEOP-help-me-parent/>



St. Joseph's Catholic Academy

Mill Lane, Hebburn, NE31 2ET

0191 428 2700



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