



Anti-Bullying Policy

Date Last Reviewed: January 2017
Reviewed by: Secondary Principal
Approved by: CEO
Next Review Due: January 2019

1. INTRODUCTION

Maltby Academy is committed to providing an inclusive, supportive, caring and safe environment in which all children and young people can thrive to become confident, resilient and successful learners and adults.

Bullying of any kind is not tolerated at Maltby Academy. If bullying does occur, students are encouraged to report it to an adult and incidents will be dealt with promptly and effectively through the pastoral system of support.

2. DEFINITION OF BULLYING

Bullying is aggressive or insulting behaviour by an individual or group, often repeated over a period of time, which intentionally hurts or harms.

Those who bully aim to hurt by means of force, intimidation or ridicule in order to control others or perhaps to provoke a reaction which escalates the situation.

- **Verbal bullying** includes teasing, name calling and saying racist, homophobic, disablist or sexist things.
- **Verbal, social or psychological bullying** includes threatening or making people do things they don't want to, taking or damaging someone's things, playing unkind practical jokes, making someone feel uncomfortable or scared, ignoring or deliberately leaving someone out of things and saying or writing hurtful things about someone. This may include spreading rumours and playing jokes to embarrass or humiliate.
- **Cyber bullying** includes sending inappropriate texts, tweets and email messages and/or photographs, and posting unpleasant messages on social networking sites. This is not an exhaustive list.
- **Physical bullying** includes hitting, shoving, pushing, tripping and other kinds of force.

If a student feels they are being bullied, it should be taken seriously.

3. HOW BULLYING IS CONDUCTED

Bullying can be a one-off or sustained – damaging either way. It can be painfully obvious, but it can also be surreptitious and subtle. It can also be one student against another or involve several students.

A bystander is someone who sees or knows about bullying or other forms of violence that is happening to someone else; they can either be part of the problem (hurtful bystander) or part of the solution (helpful bystander). If bullying is witnessed, it must be reported.

4. INDICATORS THAT A STUDENT MAY BE BEING BULLIED

We recognise that many children and young people may be frightened or reluctant to inform an adult if they are being bullied.

The student may:

- Be frightened of walking to or from the Academy;
- Be unwilling to attend the Academy;
- Begin to perform poorly in studies whilst at the Academy;
- Become withdrawn, distressed or tearful;
- Have books, clothing or possessions which are damaged or go missing;

- Change their eating habits;
- Cry easily/have nightmares;
- Become disruptive or aggressive towards adults or other young people at home or school;
- Begin stealing;
- Have unexplained injuries;
- Become isolated/socially withdrawn/change in friendships;
- Stop using technology/apps/games and/or be nervous around technology e.g. alerts of incoming messages.

If a staff member notices a persistent deterioration in a young person's behaviour or mood they should discuss this with the student's House Manager and/or speak with the student in private asking whether anything is troubling them.

Parents/carers are encouraged to discuss concerns about a student's well-being with their House Manager as soon as possible.

5. AIMS OF OUR ANTI-BULLYING STRATEGY

At Maltby Academy we are committed to:

- Ensuring all staff, the Governing Body, students and parents/carers have an understanding of bullying and its consequences; and the knowledge that it is not acceptable at Maltby Academy;
- Creating an atmosphere of trust between staff and students where students feel they are listened to and are willing to tell an adult if they are being bullied;
- Ensuring that there are clear procedures and systems for reporting and recording bullying, which are understood and followed by all staff;
- Closely monitoring students who have reported bullying to ensure students and staff keep themselves and others safe;
- Teaching students to respect the differences between groups of people within the school community;
- Offering support and education to those students who are both the victims and perpetrators of bullying, providing them with a range of strategies which they can use if they are at risk of bullying others or are being bullied themselves;
- Encouraging 'bystanders' to bullying incidents (adults and children) both to intervene when appropriate to stop the incident and to report it to the student's House Manager so that action can be taken.
- Supporting and training all staff members in identifying bullying incidents and in dealing with them confidently and effectively.

6. COMBATTING BULLYING

Maltby Academy is aware that bullying must be tackled on two levels, by focusing on preventative work, but also by responding appropriately when incidents do occur.

The Academy uses the following strategies to ensure a clear, consistent and effective approach to bullying:

- The Academy operates a "deal" or "pass" system. Any member of staff must "deal" with a bullying situation as they see it or when reported, unless unable to immediately due to scheduled teaching or urgent commitment, which in that case the member of staff must "pass" the issue to the House Manager or senior staff who is able to "deal" with it immediately;

- The duty rota uses Senior Leadership in duty teams, specific to localised subject areas, to best enable checking staff presence on duty and coverage of the whole site. Key staff are positioned to provide active and passive supervision based on the need to support student welfare around the site;
- SLT and allocated staff are on Standby and visit rooms routinely to check student welfare;
- There is supervision of the Academy site, especially toilets, lunch queues and distant areas, at the beginning and end of the day;
- Staff receive duty training to model positive social interaction for students whilst completing active duties;
- The tutorial programme incorporates anti-bullying and positive relationship work to address healthy social relationships between students;
- The Academy campaigns to promote strategies which reinforce healthy relationships and the approach to combating bullying;
- House Managers are trained in managing "Restorative Justice" meetings between students;
- Student leaders work as "Peer Mediators" to counsel younger students involved in negative social interaction;
- Negative social behaviour is recorded as part of safeguarding and child protection measures;
- Opportunities to develop positive social skills and co-operative behaviour are evident via PSHE activities, integrated learning events, active lunchtime activities and in social spaces;
- An approach in the PSHE curriculum and tutorial programmes to the issue of bullying in a context which promotes self-esteem and assertiveness in relationships;
- Increased supervision levels and, as appropriate, safe areas for students who feel threatened at break and lunch time - Support Centre, the Linx Centre and REACH bases;
- The use of Individual Plans for those young people experiencing interpersonal and peer relationship difficulties;
- Close monitoring of young people with Special Educational Needs;
- Staff training provided regularly through the PLD (Professional Learning and Development) programme – strategies to engage and intervene to stop any bullying.

7. EDUCATION

Students will be given the opportunity to increase their awareness of both the effects and consequences of bullying through the following:

- Assemblies / Academy Council / Integrated Learning Events / Curriculum Areas;
- Class discussions / group work sessions on issues such as friendship, prejudice, assertiveness, coping strategies;
- Firm, fair and appropriate disciplinary procedures;
- Greater interaction between classes/Year Groups;
- Specialist Input – Police, Youth Services etc.

Students can express concerns via the House Worry Box (in House Manager Offices) or via the 'I need to talk' concern button on the website.

8. DEALING WITH BULLYING INCIDENTS / ALLEGATIONS

Where a student reports / alleges a bullying incident to an adult, or an adult witnesses an incident, the following are agreed procedures:

- Staff will inform the appropriate House Managers as soon as possible, preferably in writing via email;

- House Managers will interview both the target(s) and alleged bully(ies) separately and in private to establish the facts without apportioning blame;
- A decision will be taken regarding whether to contact the parents/carers of both the target(s) and bully(ies). House Managers will inform parents/carers unless this puts a young person at risk of further harm;
- The House Manager will monitor the young person at risk and inform the tutor. The form tutor will provide updates on progress (targeted and bully);
- The House Manager will record incidents of bullying and strategy and update records via SIMS or CPOMS, depending on the nature of the incident;
- Appropriate sanctions and support will be discussed and agreed upon. The House Manager will reassure the targeted student when deciding how to deal with the bullying student;
- Both the targeted student and the bullying student will be offered the opportunity to meet and talk about their experiences confidentially;
- The students will be informed that notes will be taken of the conversation and both will agree at the end that what has been written is a true record. Confidentiality will not be promised.
 - The House Manager will listen carefully and objectively to the student's account. The student(s) will be encouraged to share what they are feeling.
 - Staff will ascertain who has been involved, including bystanders.
 - Staff may offer coping / preventative strategies if appropriate.
 - Discussions around reparation / compensation will take place if property is damaged / destroyed.
- In the event of a physical altercation, staff will prioritise ensuring the immediate safety of all other students, staff and property. In exceptional circumstances where there is a risk of injury to an individual, a member of staff may physically intervene following the Academy's policy on Positive Handling.
- Any injured student or member of staff will receive appropriate medical attention as soon as is practical.

9. SUPPORT, EDUCATION AND CONSEQUENCES FOR THE BULLYING STUDENT(S)

In accordance with research, Maltby Academy encourages the bullying student(s) to think about how the target(s) of bullying is feeling, raises their awareness of the pain they are causing and can bring about a positive change in their behaviour.

Potential consequences:

- Monitoring and intervention for the bully and the targeted student;
- Internal Exclusion;
- Managed move to another provider;
- Fixed term exclusion if physical violence, cruel or no remorse;
- ABC contracts – Police Involvement;
- Potential permanent exclusion.

Suggested Interventions:

- Access to a counselling service;
- Arrange for them to have a buddy;
- Raise their self-esteem so that they don't need to bully;

The House Manager will enquire about any worries/difficulties that may be behind the behaviour and offer appropriate support.

10. WORKING WITH PARENTS/CARERS

If a parent/carer is worried about their child (behaviours outlined in Section 4) in terms of feelings about school and concerns regarding bullying, they must alert the relevant House Manager, stating the details of the concern. This will be done via phone call or a face to face meeting.

The House Manager will investigate the concern, employing sensitivity, discretion and empathy. The investigation will involve a meeting (notes taken) with the targeted student and separately with the alleged bully(ies). The investigation/follow up may include:

- Review of any background information on target/bully in terms of previous/current connections (SIMS/CPOMS);
- Round Robin update via email from 'teachers of...' the targeted and bully (especially if they share the same lessons/learning environment) to ascertain current engagement in learning, potential hot spot challenges and issues;
- Regular phone calls home until the issues are resolved;
- Issuing of a student buddy through the vertical tutor group system;
- Involvement of the Police in certain situations;
- Change of tutor group/group changes (in exceptional circumstances);
- Referral to counsellors for targeted and bully – restorative behaviour, self-esteem etc.

Where a parent/carer is dissatisfied with the Academy's handling of a situation, they may wish to make a formal complaint. In the event of a formal complaint, then the agreed Complaints Procedure (MLT Complaints Policy is available on the Academy website) for the Academy will be invoked.

11. WHO TO CONTACT

If a young person feels they are being bullied or someone else suspects a young person of being bullied they must contact a key adult. This may be the form tutor, class teacher or an adult they feel comfortable to approach. The member of staff who has been informed will also inform the tutor and House Manager who will investigate the issue. Direct contact must be made with the following people:

Name	Role/Contact Details	Staff	Contact
Mr. I. Holborn	Associate Senior Leader		01709 812864
Mr. C. Bonnett	House Manager BARTS		01709 812864

Mrs. S. Prescott	House Manager BEDE		01709 812864
Mrs. S. Cook	House Manager YORK		01709 812864
Mr. M. Tweddle	House Manager ROLLESTON		01709 812864
Mr. C. Burgan	Assistant House Manager		01709 812864
Miss. N. Sell	Assistant House Manager		01709 812864

Miss. L. Critchley	Director of Inclusion / SENCO		01709 812864
Mrs. L. Boote	REACH Manager / Acting Assistant SENDCO		01709 812864
Miss. K. Froggatt	MALP Pastoral Co-ordinator		01709 812864