



Sheffield Springs Academy

The best in everyone™

Part of United Learning

Sheffield Springs Academy

Anit-Bully Policy

Updated November 2017

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1. Introduction

Every person within our community is valued equally and should be treated as such, regardless of their age; gender; sexual orientation; lifestyle choices; race; religion; physical ability or disability.

All children and young people have the right to go about their daily lives without the fear of being threatened, assaulted or harassed. Sheffield Springs Academy will take all allegations of bullying seriously as we are committed to providing a caring, friendly and safe environment for all of our students so they can learn in a relaxed and secure atmosphere free from oppression and abuse.

All adults at Sheffield Springs Academy will listen to students concerns over bullying and will take appropriate actions to ensure that they are addressed in a timely and robust manner.

Key staff that offer support and advice around bullying are:

Mr Shipman – Head of School
Mrs Cartledge – Assistant Principal and Online Safety Lead
Mrs Overall – Designated Safeguarding Lead
Mrs Towers - Behaviour Manager
Mr Ludlam – Key Stage 4 Manager and Leader of anti-Bullying Ambassadors
Mr Howard – Head of Year 11
Mrs Hill – Head of Year 10
Mr Saville – Head of Year 9
Mr Cameron – Head of Year 8
Miss Tyson – Head of Year 7

For students who may wish to report bullying anonymously or who feel that they are unable, for any reason, to speak to a member of staff, we also offer 'bullying boxes' where students can report issues in writing to the staff listed above. We also have Anti-Bullying Ambassadors within the student body who are available at lunchtimes and break times to report issue to.

Bullying is an anti-social behaviour which can also be against the law. All types of bullying are unacceptable at Sheffield Springs Academy, and **will not** be tolerated.

All pupils should feel able to tell and when bullying behaviour is brought to our attention, prompt and effective action will be taken.

We are a **TELLING** school - This means that **anyone** who is aware of any type of bullying that is taking place is expected to tell a member of staff immediately.

2. What Is Bullying?

"Bullying behaviour abuses an imbalance of power to repeatedly and intentionally cause emotional or physical harm to another person or group of people. Isolated instances of hurtful behaviour, teasing or arguments between individuals would not be seen as bullying" (Torfaen definition 2008)

Bullying generally takes one of four forms:

- Indirect being unfriendly, spreading rumours, excluding, tormenting (e.g. hiding bags or books)
- Physical pushing, kicking, hitting, punching, slapping or any form of violence
- Verbal name-calling, teasing, threats, sarcasm

- Cyber Bullying - All areas of internet misuse, such as nasty and/or threatening emails, misuse of blogs, gaming websites, internet chat rooms and instant messaging; Mobile threats by text messaging & calls; Misuse of associated technology, i.e. camera and video facilities

Although not an exhaustive list, common examples of bullying include:

- Bullying related to race, religion or culture
- Homophobic, sexist, sexual or trans-phobic bullying
- Bullying based on disability, ability, gender, appearance or circumstance

2.1 Why is it Important to Respond to Bullying?

- Bullying hurts. No one deserves to be bullied. Everybody has the right to be treated with respect.
- Pupils who are bullying need to learn different ways of behaving.
- We all have a responsibility to respond promptly and effectively to issues of bullying.

3. Objectives of this Policy

- All governors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is
- All governors and teaching and non-teaching staff should know what the school policy is on bullying, and follow it when bullying is reported
- All pupils and parents should know what the school policy is on bullying, and what they should do if bullying arises
- As a school we take bullying seriously. Pupils and parents should be assured that they will be supported when bullying is reported
- To ensure that incidences of bullying are dealt with robustly and that victims receive appropriate support

4. Implementation

All instances of bullying will be dealt with appropriately using the Academy's Behaviour and Exclusions policies as appropriate. The following steps may be taken when dealing with incidents:

- If a bullying incident is observed by a member of staff, they should intervene immediately and report the incident to the relevant member of the Support for Learning Centre Team
- A clear and precise account of the incident will be recorded
- The relevant member of the Support for Learning Centre Team will interview all concerned and will record the incident
- Heads of Year and Form Teachers, will be kept informed and if it persists the form tutor will advise the appropriate subject teachers
- Both the victim's parents and the perpetrator(s) parent's will be informed as soon as is practicable
- Punitive measures will be used as appropriate and in accordance with the Academy's Behaviour and Exclusions policies
- If necessary and appropriate, the Community Youth Team Police Officer will be consulted

5. Victims

Pupils who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with member of the Support for Learning Centre Team or another member of staff if they feel more comfortable doing so
- Being reassured that it is not their fault that they have been bullied and that no-one has the right to make them feel hurt
- Offering continuous support
- Restoring self-esteem and confidence If it is appropriate, the Academy will facilitate a process of restorative justice and/ or mediation via the Community Youth Team Police Officer
- Where appropriate, mediation can be extended to other individuals linked to the bullying including the parents and families of the victim / perpetrator
- Multi-agency involvement if it is required to support the victim in any way
- Use of materials such as 'assertiveness training' to build the victim's confidence
- Ensuring that they can rebuild their confidence by using trusted students as their supporters and advocates, through lunch club and the Academy library which provide a nurturing environment for vulnerable students
- By listening to them and seeking creative and constructive ways to meet their personal needs in terms of support
- The team of in-school anti-bullying ambassadors, these are a group of voluntary students who have been trained by the Diana Award Organisation in helping and supporting victims of bullying. The ambassadors are available at all social times and also run an anonymous 'bullying box' service where students can report bullying in writing and issues can be escalated to senior members of staff for investigation

6. Perpetrators

Pupils who have bullied will be helped by:

- Discussing what happened
- Discovering why the pupil became involved
- Establishing the wrong doing and the need to change and reflecting on the impact/ distress caused to the victim
- Informing parents or guardians to help change the attitude and behaviour of the perpetrator
- If it is appropriate, the Academy will facilitate a process of restorative justice and/ or mediation via the Community Youth Team Police Officer
- Where appropriate, mediation can be extended to other individuals linked to the bullying including the parents and families of the victim/ perpetrator
- Multi-agency involvement if it is required to support the perpetrator in any way, as we recognize that often there are triggers which can lead to bullying behaviours being exhibited. These can include feelings of low self-worth, being bullied themselves and / or social pressures.

The following disciplinary steps can be taken:

- Robust warnings to cease offending
- Loss of Social Times and / or Detention
- Exclusion from certain areas of school premises

- Internal Exclusion
- Restorative Justice Procedures including 'Academy or Community Service'
- Level 1 fixed-term exclusion
- Level 2 fixed-term exclusion
- Level 3 - Permanent exclusion

Within the curriculum the school will raise the awareness of the nature of bullying through inclusion in PSHE, tutorial time, assemblies and subject areas, as appropriate, in an attempt to eradicate such behaviour.

7. Monitoring, evaluation and review

The Academy will review this policy annually and assess its implementation and effectiveness. The policy will be promoted throughout the Academy and will be available via the Academy website.

A bullying log will be kept via SIMS and details recorded on CPOMS, analysed and reviewed on an on-going basis. We are committed to self-reflection and critically evaluate our practice so that we can find ways to improve 'next time'.

8. Prevention

We will use some or all of the following to help raise awareness of and prevent bullying. As and when appropriate, these may include:

- Maintaining the Academy behaviour policy
- Using behaviour contracts for students where appropriate and parenting contracts where parental support is required to prevent ongoing bullying
- Using Art, Drama or Music to reinforce awareness
- Reading stories about bullying or having them read to a class or assembly
- Having regular discussions about bullying and why it matters
- Setting up and sustaining the Anti-Bullying Ambassadorial Team

9. What is cyber-bullying?

Cyber-bullying can leave children and young people feeling scared, upset and very vulnerable, particularly as they can be victimised in their own home or at times when they are alone.

There are a number of different methods of cyber-bullying, but the main ones are:

- Sending emails, private messages, or leaving messages on social networking sites. These can be to individuals or groups that are threatening, upsetting or offensive and may include racism, sexism, or homophobic content
- Sending emails and other messages to friends of the victim to try to make them become part of the bullying
- Profiles can be set up on social networking sites to make fun of a child or young person, and if others contribute to the profiles they may become part of the bullying
- Mobile phones can be used for sending humiliating and abusive phone calls, texts, photos or video messages, e.g. some children or young people have shared inappropriate images of themselves and others, as well as videos of physical attacks on others
- Children and young people involved in interactive gaming can chat online with other players, and cyber-bullies can abuse other players, use threats, lock victims out of games, spread false rumours

- Some young people are able to send viruses or hacking programs that can destroy the victim's computer or delete personal information from their hard drive
- Some victims of cyber-bullying have seen their personal information such as photos, emails or blogs posted where others could see them without their permission

10. Communicating with Pupils, staff & parents:

Pupils, staff and parents should:

- Have an understanding of and an age-appropriate copy of the Academy's 'Acceptable Use' policies in the Student Planner
- Be informed that all internet use will be monitored and traced to the individual user, and therefore appropriate conduct is essential
- Attention should be drawn to the 'E-safety' policy in newsletters, brochures and on websites for the educational setting.

11. Behaviour - Related Guidance from the Academy Behaviour Policy Powers to discipline

Those members of staff who are authorised by the Head of School as being in control or in charge of Students are:

- Any teacher who works at the Academy
- Any other person whom the Head of School has authorised to have control of charge of students

This includes:

- Support staff whose job normally includes supervising students such as teaching assistants, learning support assistants, learning mentors and lunchtime supervisors
- Teach First, ITT or PGCE students under the guidance of their mentors
- People to whom the Head of School has granted temporary authorisation to have control or charge of students such as paid members of staff whose job does not normally involve supervising pupils (for example catering or premises-related staff) and unpaid volunteers (for example parents accompanying students on school-organised visits)
- Teachers and other senior, qualified professionals from within the united learning group who are present in the academy or who are in attendance at events at which Sheffield Springs Academy students are present

It does not include:

- Prefects or Student Ambassadors

The policy applies where students are on the Academy premises or elsewhere in the lawful control or charge of the staff member (for example on a school visit).

12. Sanctions

Teachers, teaching assistants and other paid staff with responsibility for pupils can impose any reasonable disciplinary penalty in response to poor behaviour. Reasonable penalties can include: confiscation, retention or disposal of a pupil's property; and detention. Head of Schools can also decide to exclude a pupil for a fixed period to suspend or to permanently exclude them.

Academy staff can search a student for any item if the student agrees to this.

The Head of School and staff authorised by him have a statutory power to search students or their possessions, without their consent, where they have reasonable grounds to suspect that the pupil may have a prohibited item.

13. Links to legislation

There are a number of pieces of legislation which set out measures and actions for schools in response to bullying as well as criminal law. These may include:

- The Education and Inspection Act 2006, 2011
- The Equality Act 2010
- The Children Act 1989
- Protection from Harassment Act 1997
- The Malicious Communications Act 1988
- Public Order Act 1986
- The Computer Misuse Act 1990

14. Responsibilities

It is the responsibility of:

- The Local Governing Body to take a lead role in monitoring and reviewing this policy
- The Head of School, Senior Leaders, Teaching and Support staff to be aware of this policy and implement it accordingly
- The Head of School and Support for Learning Team to communicate the policy to the school community and to ensure that disciplinary measures are applied fairly, consistently and reasonably
- Staff to support and uphold the policy
- Parents/carers to support their children and to work in partnership with the school
- Pupils to abide by the policy
- The named Governor with lead responsibility for this policy is: Jane Hobley
- The named member of staff with lead responsibility for this policy is: Vicky Overall

15. Monitoring & review, policy into practice

The school will ensure that they regularly monitor and evaluate mechanisms to ensure that the policy is being consistently applied and will communicate with the named Governor on at least a half termly basis with regard to bullying issues. Any issues identified will be incorporated into the school's action planning.

16. Supporting Organisations and Guidance

- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Beat Bullying: www.beatbullying.org
- ChildLine: www.childline.org.uk
- DfE: "Preventing and Tackling Bullying" / "Supporting children and young people who are bullied: advice for schools" March 2014: <https://www.gov.uk/government/publications/preventing-and-tackling-bullying>
- DfE: "No health without mental health": <https://www.gov.uk/government/publications/nohealth-without-mental-health-a-cross-government-outcomes-strategy>
- Family Lives: www.familylives.org.uk
- Kidscape: www.kidscape.org.uk

- NSPCC: www.nspcc.org.uk
- Restorative Justice Council: www.restorativejustice.org.uk
- Young Minds: www.youngminds.org.uk
- Young Carers: www.youngcarers.net

Cyberbullying

- Childnet International: www.childnet.com
- Internet Watch Foundation: www.iwf.org.uk
- Think U Know: www.thinkuknow.co.uk
- UK Safer Internet Centre: www.saferinternet.org.uk

LGBT

- EACH: www.eachaction.org.uk
- Pace: www.pacehealth.org.uk
- Schools Out: www.schools-out.org.uk
- Stonewall: www.stonewall.org.uk
- Fruitbowl: www.sheffieldfruitbowl.org.uk

SEND

- Changing Faces: www.changingfaces.org.uk
- Mencap: www.mencap.org.uk
- DfE: SEND code of practice: <https://www.gov.uk/government/publications/send-codeof-practice-0-to-25>

Racism and Hate

- Anne Frank Trust: www.annefrank.org.uk
- Kick it Out: www.kickitout.org
- Report it: www.report-it.org.uk
- Stop Hate: www.stophateuk.org
- Show Racism the Red Card: www.srtrc.org/educational