



Policy:	Anti-Bullying Policy
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DEFINITION OF BULLYING:

Bullying is hurting, threatening, frightening or upsetting someone on purpose.

Bullying can be verbal, physical, emotional, racist, sexual or cyber bullying.

Bullying happens repeatedly over a period of time.

STATEMENT OF INTENT:

Bullying is unacceptable behaviour. It occurs in all places where young people are educated and many students are involved at some time. This policy aims to address all types of bullying described above along with bullying based on an individual's physical appearance.

King's Lynn Academy is committed to creating a safe environment in which everyone is appreciated for themselves, and in which care and consideration for others is a key factor. Emphasis is placed upon the building of community and the shared responsibility for maintaining our community.

We, as an Academy, aim to ensure that bullying is dealt with effectively in order to ensure that all students feel safe while at the Academy.

Each member of staff will endeavour to:-

- Look actively for and identify any bullying issues.
- Report all incidents of bullying/suspected incidents of bullying using the agreed procedures.
- Deal with bullying immediately in a planned and consistent way.
- Offer support to the victims of bullying.
- Help bullies to recognise and change their anti-social behaviour.
- Ensure that students have a range of strategies to deal with bullying.
- Ensure that students accept responsibility for their actions.

IDENTIFICATION:

The whole Academy community should be aware of the warning signals. Other pupils are often aware and should be taken seriously if they report bullying. Investigation should follow any of these signs:

- Reports a student is frightened to walk to and from the Academy.
- Deterioration in academic work performance or noticeable change in attitude.
- A student becomes withdrawn or starts stammering.
- Regular “accidents” with clothes, books or equipment.
- Student cries easily.
- Student becomes disruptive or aggressive.
- Student is frightened to admit what is wrong.
- Student stops attending the Academy regularly with no valid reason.

These can all be signs of other problems but the possibility of bullying should be investigated.

PROCEDURE

REPORTING

Staff:

Any suspected bullying incident should be recorded to the relevant key stage leader.

Students:

Students may either approach a member of staff directly to raise concerns or ask a friend or family member to report it for them.

INITIAL PROCEDURE:-

The named tutor or Head of Key Stage will deal with incident as soon as possible.

The initial strategy will involve use of the No Blame approach as summarised below:-

Step 1 Interview the victim.

The key staff member initially starts by talking to the victim about his/her feelings. He/she does not necessarily need to question him/her about the incident, but does need to know who was involved.

Step 2 Convene a meeting with the people involved.

The key staff member arranges a meeting with the student/group of students involved. This will include some bystanders and colluders who joined in but who did not initiate any bullying.

Step 3 Explain the problem.

Students are told about the way the victim is feeling. Some illustration may be used to emphasise this. The details are not discussed, neither is blame allocated.

Step 4 Share responsibility.

No blame is attributed but the key staff member states that it is obvious the group can do something about it.

Step 5 Ask the group for their ideas.

Each member of the group is encouraged to suggest a way in which the victim could be helped to feel happier. Positive responses are given by the key staff member but no promises of good behaviour are extracted.

Step 6 Leave it up to them.

The key staff member ends the meeting by passing over responsibility to the group to solve the problem. A future meeting is arranged to discuss progress.

Step 7 Follow-up.

About a week later.

The key staff member discusses with each individual, including the victim, how things have been going. This allows the key staff member to monitor progress.

FURTHER ACTION:-

If this approach is not effective and bullying continues, or an individual student/group of students are identified as being involved in more than one bullying incident, the following procedure will be put into place.

- Stage 1 Witness statements will be taken from any student involved/present when incident occurred.
- The parents of both bully and victim will be informed.
- A follow-up interview will be arranged (interval 1 week).
- Stage 2 Parental interviews with the Head of Year.
- The victim and bully will be referred to other agencies where appropriate.
- A follow-up interview will be arranged (interval 1 week).
- Stage 3 Meeting to be arranged to include student, parents and a member of the Academy Leadership Team.
- Daily reporting to an appointed member of the Academy staff.
- Appropriate sanction issued where necessary.
- Stage 4 If incidents continue further sanctions and exclusion procedures may begin.

RECORDING INCIDENTS

The member of staff dealing with the suspected bullying issue must document all incidents in detail in writing for all individuals.

Following the initial incident and implementation of the 'no blame' approach witness statements must be taken from all students involved and any bystanders/witnesses for all subsequent incidents.

A detailed record of any meetings with parents, to include key points discussed and any outcomes, must be kept and recorded on the student's record.

All the above documentation will be kept in the relevant Year Group 'Bullying Log' and updated regularly as part of the Student Action Record.