



**Jack Hunt School
Governing Body**



**ANTI-BULLYING
POLICY DOCUMENT**

Version 2.0

February 2021

**Governing Body Committee: Local Governing Body 01 March 2021
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1. Introduction

- 1.1 This policy is to be read in conjunction with the Behaviour for Learning Policy and the Rewards Policy
- 1.2 In keeping with the philosophy embodied in the school statement, all members of the Jack Hunt community will be treated with respect and their uniqueness celebrated. Bullying in all its forms will not be tolerated under any circumstances. Any incident of bullying or intimidation will be dealt with swiftly in a fair and firm manner using restorative practices. The procedures set down in this policy are intended to both prevent incidents of bullying and intimidation and deal with them if they do arise.
- 1.3 It will be the policy of the school to provide support for both the victim and the perpetrator and provide guidance to prevent the problems from arising again. Through this policy we will seek to protect those who are bullied and attempt to provide them with strategies to empower them and strategies to deal with incidents of bullying. It will also seek to help the perpetrator to accept responsibility for their actions and address his or her offending behaviour. As a community, the vehicle we use for this is the Restorative Process.
- 1.4 It is the policy of the school that all members of the Jack Hunt community are able to benefit from a safe and secure environment and take advantage of the opportunities available here at the school.

2. Definition of Bullying

- 2.1 In short, 'bullying' is any action on the part of an individual or group that causes fear, misery, upset, pain or psychological hurt to an individual or group as is perceived by the victim.
- 2.2 How does bullying differ from teasing / falling out between friends or other types of aggressive behaviour?
 - (a) There is a deliberate intention to hurt or humiliate.
 - (b) There is a power imbalance that makes it hard for the victim to defend themselves.
 - (c) It is usually persistent.
- 2.3 Occasionally an incident may be deemed to be bullying even if the behaviour has not been repeated or persistent – if it fulfils all other descriptions of bullying. This possibility should be considered, particularly in cases of sexual, sexist, racist or homophobic bullying and when children with disabilities or other vulnerabilities are involved. If the victim could be in danger then intervention is

urgently required. All incidents relating to protected characteristics must be reported, logged and monitored.

- (a) Protected characteristics: race, disability, gender, sexual orientation, age, religion or belief or community cohesion.

- 2.4 **Reported by the member of staff** dealing with the issue, if further support is needed with an intervention or restorative meeting please contact the students Head of House. Please forward to KCliffe@jhs.pkat.co.uk/
Sjohnstone@jhs.pkat.co.uk

Logged by Sjohnstone@jhs.pkat.co.uk

Monitored by HOH

3. Manifestations of Bullying

- 3.1 Bullying is anything that induces fear, misery or harm. It is manifested in a variety of ways which may be physical, verbal, written or through images. It can include taunting, torments or insults.

- 3.2 Bullying behaviour can include:

- (a) Intimidation – using power over an individual which might include a person’s position or physical power – threats;
- (b) Racist behaviour and racist name calling;
- (c) Sexist behaviour;
- (d) Behaviour that relates to a person’s sexual orientation;
- (e) Behaviour that relates to a person’s religious convictions;
- (f) Behaviour that relates to a person’s physical appearance, for example: weight, size or dress;
- (g) Isolating individuals from groups or group activities;
- (h) Physical attacks;
- (i) Cyber-bullying, for example: through inappropriate text messaging, e-mailing, chat rooms, sending offensive or degrading images by phone or via the internet;
- (j) Producing offensive graffiti
- (k) Behaviour that relates to a person’s ability
- (l) Making offensive comments; and
- (m) Taking or damaging belongings

- 3.3 Although bullying can occur between individuals, it can often take place in the presence (virtually or physically) of others who become the ‘bystanders’ or

'accessories'. Those students that associate with a bully must also take responsibility for their actions.

3.4 There are many forms that bullying can take including all the behaviours listed above and also:

- (a) Physical assault;
- (b) Ridicule;
- (c) Offensive jokes;
- (d) Spreading rumours;
- (e) Mimicking;
- (f) Isolation;
- (g) Threats and intimidation;
- (h) Name calling;
- (i) Offensive body language;
- (j) Extortion; and
- (k) Cyber-bullying, which includes any misuse of technology

4. Dealing with Bullying

4.1 We recognise the fact that bullying can and does take place in the school. It is not appropriate to say that it doesn't happen here.

4.2 Bullying can take place between:

- (a) Students;
- (b) Students and Staff Members;
- (c) Staff Members; and/or
- (d) Individuals or groups.

4.3 Certain groups of students are known to be particularly vulnerable to bullying by others. These may include: students with Special Educational Needs (SEN) such as learning or physical disabilities; young carers, Children in Care (CiC); those from ethnic and racial minority groups and those young people who may be perceived as lesbian, gay, bi-sexual, transgender, non-binary or questioning their gender role.

5. Reporting and Responding to Bullying

5.1 Our school has clear and well publicised systems to report bullying for the whole school community (including: staff, parents/carers, children and young people) this includes those who are the victims of bullying or have witnessed bullying behaviour (bystanders).

5.2 There are various ways to report bullying:

- (a) Students should report any incidents of bullying to their Personal Tutor, Student Support Officer (SSO) or Head of House (HOH).
- (b) Parents / Carers should phone to speak to the SSO or HOH, if the staff member is not available, the parent should give a brief outline of the incident to the receptionist who must then ensure that the information is shared with the HOH or SSO with immediate effect. The parent should expect a call back the same day.
- (c) All staff and visitors to report directly to reception, providing as much detail as possible to the Senior Leader responsible for complaints.
- (d) Bystanders should report any incident of bullying to their Personal Tutor, SSO or HOH.

5.3 When an incident is reported, the following should take place:

- (a) Students
 - (i) Written responses and details to be collected from those involved by the member of staff dealing with the issue, this should be led by the HOH of the instigator or perpetrator. Statements should be collated from those involved and witnesses / bystanders.
 - (ii) The person or persons who have been doing the bullying are spoken to by a member of staff. The purpose is to give the bully an opportunity to explain and given an opportunity to take responsibility, and to be reminded how serious the school considers the issue of bullying. Restorative approaches will be used so the bully understands the effect their actions have on the victim.
 - (iii) In most circumstances it will be appropriate for all those involved to be brought together with appropriate members of staff to discuss the situation and to agree a solution to the problem using a restorative approach. The members of staff act as support and will chair the meeting.
 - (iv) The SSO should ensure that all relevant staff are informed of the problem, this should include the Personal Tutor and HoH.

- (v) All parents will be informed of the facts and when and, if appropriate, involved in discussions in school. Personal Tutors and Heads of House will be involved in these meetings.
 - (vi) Appropriate sanctions will be applied depending upon the nature and degree of bullying.
 - (vii) If appropriate: counselling / mentoring will be arranged with a suitable member of staff.
 - (viii) From the outset the situation should be carefully monitored by the SSO and Personal Tutor who will keep each other and the HOH informed.
 - (ix) If a student is being bullied because of personal hygiene or other personal issues, the HoH/SSO may speak to the parent /carer and if appropriate will address any issues sensitively.
 - (x) All staff must report an incident to the Senior Leadership Team (SLT) member responsible for Wellbeing relating to a protected characteristic (including: race, disability, gender, sexual orientation, age, religion or belief or community cohesion). See Appendix A.
- (b) Bullying by a Staff Member
- (i) The school has a duty to follow up any incidents relating to a member of staff who is alleged to be responsible of a possible bullying incident. This should be reported to the Line Manager of the Staff Member, statements taken and appropriate action taken, which may involve a restorative conversation led by a Team Leader or, if the incident is deemed to be of a serious nature, it should be reported to the Headteacher. The Headteacher will refer to the Bullying and Harassment Policy as appropriate.
- (c) Bullying between Staff
- (i) Refer to the Staff Code of Conduct and the Staff Bullying and Harassment Policy.

6. Recording Bullying and Evaluating the Policy

- 6.1 Bullying incidents will be recorded by the member of staff who deals with the incident and this will be passed to the SSO who will update the HoH and record the incident on SIMs, including the procedures used to resolve the situation.
- 6.2 The information we hold will be used to ensure individual incidents are followed it. It will also be used to identify trends and inform preventative work in school and development of the policy.

- 6.3 Incidents of bullying relating to protected characteristics will be presented to the Governors in an anonymous format as part of the annual report.
- 6.4 The policy will be reviewed and updated annually. The policy review will be linked to the School Improvement Plan (SIP), developing our inclusive and harmonious ethos across the School Community.

7. Strategies for Preventing Bullying

7.1 As part of our ongoing commitment to the safety and welfare of our students, we at Jack Hunt School have developed the following strategies to promote positive behaviour and discourage bullying behaviour:

- (a) Consistent implementation of expectations of students;
- (b) Classroom rules;
- (c) Implementation of Positive Behaviour Management;
- (d) The issue of bullying/pro-social behaviours is raised regularly;
- (e) The use of PDE and other curriculum areas, Lesson 5 and circle time to raise the issue for open discussion;
- (f) Raise awareness within the student body that all forms of bullying will not be tolerated and action taken;
- (g) Use of assemblies – including external speakers;
- (h) Students are encouraged to seek help from their Personal Tutor and HoH and SSO
- (i) Student Council, Open eyes, behaviour steering group and Talking in Confidence (TiC) involvement – offer students a significant role to play in dealing with bullying and developing the whole school policy;
- (j) Effective and consistent staff supervision in circulation areas at change of lesson and in open / social areas before school, break times, lunchtimes and after school;
- (k) Train students to be TiC counsellors and get involved in Restorative Approaches;
- (l) The use of Sixth Form Prefects for supervision and support for younger students;
- (m) The use of CCTV for information and monitoring purposes; and
- (n) Strategies both as part of the curriculum and across the whole school, including:
 - (i) Restorative approaches;
 - (ii) Involvement in Lesson 5, including Anti-Bullying units;

- (iii) Student Leadership opportunities;
- (iv) Annual Anti-Bullying week in November;
- (v) PDE / Citizenship;
- (vi) Specific curriculum input on areas of concern such as Cyberbullying and e-safety;
- (vii) Student voice;
- (viii) Parent groups / extended schools;
- (ix) TiC and Peer-Mentoring schemes;
- (x) Parent information / events;
- (xi) Staff training and development; and
- (xii) Counselling and Mediation schemes.

7.2 The appropriate HOH and SSO should be made aware of all incidents of bullying within their year groups. Any member of staff who is informed of a possible bullying incident has a duty to follow it up or report it to the appropriate member of staff

8. Links with Other Policies

- 8.1 Behaviour for Learning Policy
- 8.2 Safeguarding and Child Protection Policy
- 8.3 Acceptable Use Policy
 - (a) In reference to Cyberbullying and e-safety
- 8.4 Staff Bullying and Harassment Policy
- 8.5 Rewards Policy
- 8.6 Sex and Relationship Education

9. Version History

9.1 Table of Versions

VERSION	ACTION	RESPONSIBLE	DATE
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1.0	Draft Complied and approved by the LGB	Kerry CLIFFE	18/03/2019
1.1	Formatting updated	Niamh WALSH	21/02/2020
2.0	Policy reviewed and updated	Kerry CLIFFE	01/02/2021

10. Appendix A

10.1

 Jack Hunt School (Trust) 										
Protected Characteristic Incident Form										
Please complete giving all relevant information and return direct to Nicky Abbs, PA to Senior Leadership Team. <i>Note: all information provided will be centrally recorded and submitted to Governors and Local Authority. Student Names are replaced with UPN numbers.</i>										
Member of staff reporting incident:	Date Form Completed:									
Date/Time of Incident	Information on Victim/s	Information on alleged perpetrator/s	Brief details and actions taken							
	Name Year Tutor Group	Name Year Tutor Group	R=race, D=disability, G=gender, SO=sexual orientation, A=age, R/B=religion or belief, CC=community cohesion Please circle the protected characteristic this incident has involved:							
			R	D	G	SO	A	R/B	CC	