



## **ANTI-BULLYING POLICY**

### **(Adopted by the Local Advisory Board February 2021)**

#### **Rationale**

Everyone at Kingswinford Academy has the right to feel welcome, secure and happy. Only if this is the case will all members of the school community be able to maximise their potential and thrive in all aspects of their education and development. We are committed to creating a climate where bullying behaviour is not accepted by any member of our school community and is reported immediately.

We are a **TELLING** school. This means that anyone who is aware of bullying should report it immediately. We are also a **LISTENING** school and we are committed to listen to students, parents / carers and staff who report issues of bullying and to investigate their concerns most seriously.

#### **Our definition of bullying**

Bullying can be defined as deliberately hurtful behaviour, repeated over a period of time, where it is difficult for those being bullied to defend themselves and where there is an imbalance of power. Anti-bullying is when everyone in the school understands that bullying is unacceptable. EVERYONE has a part to play in order to stop bullying.

- PHYSICAL – kicking, hitting, pushing, using violence, taking and damaging belongings
- VERBAL – name calling, taunting, mocking, making nasty comments, making threats
- EMOTIONAL – leaving people out/deliberately ignoring them, gossiping, spreading rumours, tormenting (e.g. hiding books, threatening gestures).
- CYBER-BULLYING – bullying using social media/text messages/phone calls/, picture/video clips on phones, instant messenger, email, chat rooms, websites/blogs
- RACIST – racial taunts, inappropriate jokes, graffiti and gestures.
- SEXUAL – unwanted physical contact or sexually abusive comments / gender based violence / sexual harassment.
- Homophobic/Biphobic – discriminating against someone because of their sexual orientation
- Transphobic – founded on gender identity.
- This list is not exhaustive.

#### **Raising awareness about bullying**

- Bullying is “tackled” through the curriculum via PSHE led by the Form Tutor.
- It is addressed through House and Year Group assemblies.
- It is a topic touched discussed during our ASPIRE curriculum days during a school year.
- Students are asked to sign a ‘pledge’ in their planner.
- The school participates in Anti-Bullying Week activities and reinforces these throughout the year.

#### **Roles and Responsibilities**

Prevention is better than cure so at Kingswinford Academy we are vigilant for signs of bullying and always take reports of incidents seriously. We actively seek to be informed about bullying in order to work towards eliminating it from our school. It ok to **TELL**.

Creating a safe environment is essential for effective learning and ensures that all students’ rights to a positive experience are met. Expectations of appropriate pupil behaviour must be made explicit. This requires a **‘whole’ school approach** which aims to develop a shared awareness and understanding so that a consistent approach to tackling bullying is taken. All members of the school community share the responsibility for preventing and stopping bullying.

#### **The Headteacher will:**

- Disseminate the policy to the whole school community via a link on the school website.
- Implement the policy effectively.
- Train staff and raise awareness.
- Monitor, review and evaluate the effectiveness of the policy.
- Report to the governors on request.



# Kingswinford Academy

- part of the Windsor Academy Trust -



- Liaise with the Local Authority and WAT Academy Trust to ensure that best practice is shared effectively.

## **Governors will:**

- Support the Headteacher.
- Help to build positive and supportive relationships with parents through mutual understanding and trust.
- Liaise with the Local Authority to ensure that the best advice is available and that the school policy is in line with both National and Local guidelines.

## **Staff will:**

- Take all reports of bullying seriously and respond to each incident accordingly.
- Inform the Head of House/Year of any concerns/incidents regarding bullying and any actions taken.
- Head of House/Year will take appropriate action of any intervention/prevention strategies /programmes which involve Student Support Centre programmes to support both the victim and perpetrator.
- Log all bullying incidents on class charts.

## **Students will:**

- Take responsibility for their own behaviour and actions and treat one another with mutual respect and kindness.
- Report any incidents of bullying to their Head of House/Year / Form Tutor / Prefect /Anti-Bullying Ambassador / Parent / Carer.
- Report any incidents that have occurred over social media sites.

## **Parents/carers will:**

- Inform school of concerns raised by their child.
- Support key messages being given to their child and where appropriate attend meetings and contribute in a positive way.
- Monitor their child's use of social media regularly if their child uses social media.
- Expect that all reports of bullying will be dealt with, even if it is requested that the school do not do so, due to our duty of care. Every incident will be dealt with sensitively and anonymously where required.

## **The Anti-Bullying Ambassadors will:**

- Raise awareness of all aspects of bullying such as emotional, physical, racist, sexual, homophobic, biophilic, transphobic, verbal and cyber through activities / events / media and assemblies.
- Meet regularly to discuss bullying concerns and implement strategies on how to deal with them.
- Act as a voice for all students.
- Plan and deliver assemblies.
- Review anti-bullying policies.
- Encourage new ideas.
- Report any incidents of bullying that they are aware of.
- Provide support for victims and perpetrators.
- Liaise with feeder primary schools where necessary.
- Create and deliver PSHE lessons on anti-bullying issues for anti-bullying week.
- Create surveys for students to complete to monitor all aspects of bullying.

## **Bullying outside of school**

- If the school becomes aware of any bullying issues outside of school, during term time or school holidays, the school will encourage students and parents to contact relevant agencies i.e. Police, Children's Services and CEOP (Child Exploitation and Online Protection).
- The School may discipline a pupil in accordance to our own Behaviour Policy.
- Telephone calls from concerned members of the community are followed up. All reported incidents of bullying are investigated and taken seriously by members of staff.

## **How bullying is dealt with**

Initially, an incident form should be completed giving as much detail as possible and the victim is advised to keep away from the bully as much as possible while the incident is investigated by an appropriate member of staff. In consultation with the Deputy Headteacher (Student Welfare), a decision regarding sanctions will be taken in line with the school's Behaviour Policy. Parents/Carers will be informed if bullying is systematic and/or causing distress to the student and are automatically advised if the incident is a Police matter.

*'Be extraordinary'*



When there is an identified issue between two students that occurs more than once or is deemed serious then a **STOP agreement** is issued, or it may be issued to prevent recurrent issues. Both the victim(s) and the perpetrator(s) sign this agreement and where necessary parents are informed. The STOP agreement helps students to understand and reinforces our zero-tolerance approach to the situation.

**Sanctions may include:**

- Withdrawal from lessons.
- Mediation between victim and perpetrator.
- Parental Meetings.
- Parents informed about behaviour of their child.
- Outside agencies informed to support where appropriate.
- Detention.
- Refocus.
- Fixed-term exclusion or permanent exclusion.
- Report

(NB: This list is not exhaustive)

**Support for the victim**

- The victim is supported by their Form Tutor, House/Year Leader, subject teachers and other members of staff, as appropriate.
- A Peer Mentor from the Prefect Team or one of our Anti-Bullying Ambassadors can be allocated to the victim to support them.
- A victim can be attached to a Learning Mentor should it be appropriate.
- The School Health Advisor can help support the victim should it be required.
- Counselling is also sometimes advised through the What? Centre.

**Support for the bully**

The bully is supported by their Form Tutor and/or House/Year Leader in line with the Behaviour for Learning Policy.

The Connexions service can sometimes support the victim following a referral from the school.

A bully can be attached to a Learning Mentor should it be appropriate and there may be a referral to a behaviour modification programme run by the SSC (Student Support Centre). The bully will be reminded of the possible consequences of bullying and sanctions for repeated incidents will be clearly explained to him/her – this is also reinforced by the STOP agreement. Persistent bullies will receive firm sanctions and may be excluded from school.

**Other parental involvement**

Parents/Carers are reminded regularly to inform their children that they must tell someone should they ever be bullied.

**Monitoring**

The policy is monitored by the Deputy Headteacher (Student Welfare) with the support of the Anti-Bullying Officer, the House/Year Leaders, Faculty Director for PSHE and the Behaviour Management Team.

**Associated Organisations**

- Childline 08001111 [www.childline.org.uk](http://www.childline.org.uk)
- KIDSCAPE 02077303300 / Parents Line 08451205204
- Family Lives 08088002222
- Bullying UK [www.bullying.co.uk](http://www.bullying.co.uk)
- Kidscape [www.kidscape.org.uk](http://www.kidscape.org.uk)
- Bully Free Zone [www.bullyfreezone.co.uk](http://www.bullyfreezone.co.uk)
- Anti-Bullying Alliance [www.anti-bullyingalliance.org.uk](http://www.anti-bullyingalliance.org.uk)
- Samaritans [www.samaritans.org/how-we-can-help-you/contact-us](http://www.samaritans.org/how-we-can-help-you/contact-us)
- Stonewall [www.stonewall.org.uk](http://www.stonewall.org.uk)
- Resources available for PSHE from Stonewall
- Kooth [www.kooth.com](http://www.kooth.com)



## **Appendix 1 – STOP Agreement**

### **STOP agreement**

**Kingswinford Academy operates a ‘zero tolerance’ approach towards bullying. This means that, when bullying is identified, we will always take action – a significant punishment will always be issued; support will always be offered; restorative work will always take place. One of the biggest challenges facing the victims of bullying is the potential for further action in response to reporting bullying. One of the biggest challenges facing schools is that the perception of bullying varies between all individuals concerned.**

**The School’s definition of bullying is ‘Several Times On Purpose’ (STOP). There are occasions in which we might seek to prevent bullying taking place where we know there is a risk (either because an incident has not been ‘several times’; does not meet our definition of ‘on purpose’; or because there is not enough evidence to form justifiable response) or following identified bullying incidents. In such cases, we issue a STOP agreement and require all involved students to sign.**



## Appendix 1 – STOP Agreement



### STOP AGREEMENT

This agreement recognises that an issue has developed between students or groups of students identified below:

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By signing this agreement, we recognise our responsibility within the school to uphold our zero tolerance approach to bullying. In doing so we agree that:

- Any report of verbal, physical, emotional or cyber assault will be considered as a potential bullying incident
- Any such incident will be fully investigated by the schools pastoral team
- Should the team find that such an assault has occurred, this will be logged as a bullying incident and the aggressor will be sanctioned significantly no matter the scale of the incident
- Repeated incidents of bullying under this agreement will result in rapid escalation of sanction (up to and including permanent exclusion)
- All parties involved, whatever the circumstances up to this point, bear the same burden of responsibility and level of accountability: resolving potential bullying incidents is a two way process
- Malicious false reporting of incidents will also be considered as a bullying incident
- Bullying has an ongoing impact on students and as such any action taken outside of school hours and/or off the school site will have an impact during school hours and as such will be subject to the restrictions of this agreement
- Protecting those who are bullying others by lying, deliberately deceiving or deliberately withholding information from investigating staff in order to protect others is, by implication, being complicit in bullying activity by Joint Enterprise

This agreement will be in place for a period of time no shorter than 6 months and will be reviewed at that time. A copy of this agreement will be held on every student involved's file. A notification of this agreement will be passed to parents. The School expects Parents to support and uphold this agreement in effort to reduce tension and resolve the situation.

Signed.....

Date.....

Head of House.....

Date.....



## Appendix 2 – Planner Pages



### Anti-Bullying Awareness

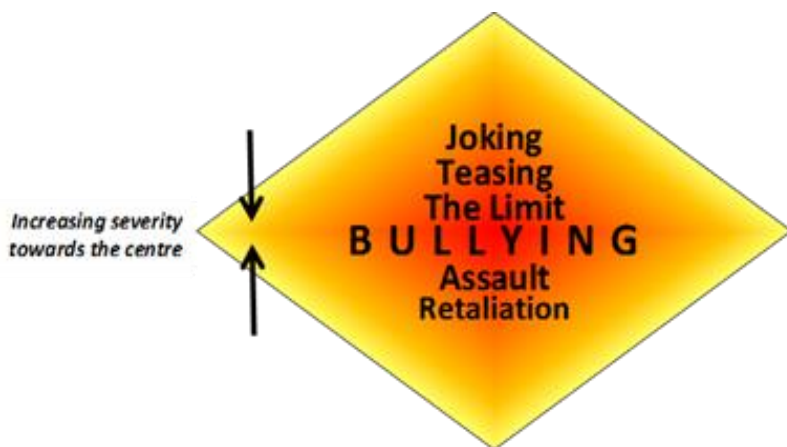
- 'we're better off without bullying' -

Everyone has the right to come to school and enjoy their community whilst feeling welcome, safe, secure and happy – this means without fear or the reality of being bullied.

Bullying is 'deliberately hurtful behaviour, repeated over a period of time' (current school Anti-Bullying Policy)

**Bullying can take a number of forms:**

- **PHYSICAL** – kicking, hitting, pushing, taking and damaging belongings etc
- **VERBAL** – name calling, taunting, mocking, making nasty comments, making threats
- **EMOTIONAL** – leaving people out/deliberately ignoring them (social exclusion), gossiping and spreading rumours
- **CYBER-BULLYING** – bullying using text messages/phone calls, pictures/video clips on phones or posted online (including 'happy slapping'), misusing instant messenger, email, chat rooms, websites/blogs and social networking sites e.g. Facebook.



**No form of bullying or retaliation is acceptable at Kingswinford Academy.**

We will try hard to address all reports of bullying, but if it is happening to you, or you know that a friend is having problems then it is important that you say something to someone. For more information on how bullying is dealt with in school then please see the school's Anti-Bullying Policy, a copy of which is in the 'useful information' section of the school's website. We also try to provide a range of anti-bullying awareness and prevention activities over the course of the school year.

#### Who can you speak to about bullying?

There are a number of ways that you can seek help. You could start with a trusted friend or other responsible student; such as a Prefect or one of our trained Anti-Bullying Ambassadors, who may be able to help you or speak to a member of staff on your behalf. Your **Form Tutor** should always be your first point of contact in school, but if you do not feel comfortable in speaking to your Form Tutor, for whatever reason, then you can speak to any adult in school. They will then help you to decide the best course of action. If you confide in a parent/carer or other relative then they can contact your Form Tutor for advice.

**We also have an electronic 'bully box' that you can email to let us know if there is a problem and no are not sure about speaking to someone directly. The address to use for this is:**

✉ [ebulbox@kingswinford.windsoracademytrust.org.uk](mailto:ebulbox@kingswinford.windsoracademytrust.org.uk)

There are also some websites that you can visit for advice or information:

**BULLYING UK** <http://www.bullying.co.uk/advice/young-people-advice>

**KIDSCAPE** <http://www.kidscape.org.uk/#>

**CHILDLINE** <http://www.childline.org.uk/explore/bullying/pages/bullying.aspx>

### **REMEMBER: 'STOP STOP'**

If you are unsure if bullying is occurring then remember the acronym 'STOP STOP' which stands for  
**'Several times on purpose? Start telling other people!'**

In other words, *if something unpleasant happens that is more than once and you feel that it is deliberate, then it may be bullying. You should speak to someone that you trust – at school or at home, who could help you.*



## Appendix 2 – Planner Pages



# BULLYING

## - *what students can do* -

### If you are a victim:

- **Tell someone** you trust - a problem becomes smaller if it is shared
- **Walk away** if you can. It's hard to bully someone who won't stand still
- Stay with a crowd or with your **friends** - try not to be on your own at times you don't feel safe
- Arrange to walk home with someone
- Know and avoid the danger areas
- Keep a **record** of what is happening
- Keep any **evidence** you have, for example: notes or malicious emails or texts
- **Don't respond** to the bully
- If you have had **problems online** then you could use the 'report abuse' button if one is available
- **Don't be embarrassed** to ask for help - we all need help sometimes
- Ask your parents or carers to **contact the school** to get some support
- *Remember, if you are a victim it is not your fault.*

### Other important advice:

- Try to **support** other victims of bullying – comfort them and offer your help. Befriend them and encourage them to tell someone
- **Report** any bullying that you see or hear of
- **Remember** online safety advice to ensure that you stay safe in cyberspace
- **Don't** join in with a bully or encourage them in any way
- **Seek help** rather than standing up to a bully yourself
- Know the school's Anti-Bullying Policy – this explains how bullying will be dealt with.



## Kingswinford Academy Student Pledge



"I recognise that bullying is not acceptable in any aspect of life. I understand that if I am being bullied that I should seek help and if I am exhibiting bullying behaviours then I could be punished for this behaviour according to school policy. As a student at Kingswinford Academy I pledge to treat and speak to others with respect, politeness and kindness at all times (*Prepared for Excellence, standard 2.4*). If I witness bullying I will not be a bystander and I will seek to support the victim and report the behaviour."

Signed (student): \_\_\_\_\_

Date: \_\_\_\_\_

Countersignatures (form tutor): \_\_\_\_\_

(Parent/carers): \_\_\_\_\_





## Appendix 3 – Key terms



Class	Descriptor	Aggressor	Recipient	Response	
Joking	Action occurring between two or more individuals where all involved consider that the action is 'funny'. Typically this occurs between friends or students that get on. The 'Joke' is understood by both to be funny to the other person.	Amused	Amused	none	none
Teasing	Action occurring between two or more individuals where the Aggressor believes the comment to be funny and the recipient is not bothered and does not consider the action hurtful. This usually occurs between students who typically 'get on'.	Amused	Harmless	Warning to ensure that other party is 'happy' with the teasing and avoid escalation	Confirmation that recipient considers this teasing
The Limit	The limit refers to occasions where actions taken by the Aggressor, whether intended to be funny or harmless, <i>unknowingly</i> cause hurt to the recipient. This can occur between friends, students that get on or students who don't have much to do with each other.	Amused/ Harmless	Hurtful	Stop Warning issues to student and parent	Support and reconciliation with clarification of stop process issued to student and parent. Retaliation prevention encouraged
Bullying	Bullying refers to occasions where actions taken by the Aggressor are intended to hurt or knowingly hurt the recipient. Note that it is always assumed that if a STOP warning has been issued then the aggressor must be bullying if the situation is repeated. Bullying is identified as distinct from assault by repetition. Note that the specific action need not be repeated, but the intention to hurt is and the recipient or recipient group is	Hurtful & Repeated	Hurtful	Sanction (Minimum refocus) RJ session Parental communication Note on file of bullying action Consideration of exposure to recipient	As above with clarification that suitable sanction is offered. Retaliation prevention encouraged and/or STOP retaliating given necessary Parental Communication
Assault	Assault refers to an action taken by the Aggressor that is intended to hurt. Note that an assault may be verbal, physical, emotional or social but must be an isolated incident (otherwise it would be categorised as Bullying)	Hurtful	Hurtful	Sanction in line with School policy RJ session Note on file of action	Support and reconciliation
Retaliation	Retaliation refers to any assault taken by the recipient intended to hurt the aggressor. Note that this differs from Self Defence where an action is only taken in the immediacy of an incident with the core intention of preventing further immediate hurt to the recipient.	Hurtful	Hurtful	n/a	Sanction in line with School policy RJ session STOP warning issued if necessary