



# KING EDWARD VI NORTHFIELD SCHOOL FOR GIRLS

*Educational excellence for our City*

<b>Anti-Bullying Policy</b>	
<b>Policy Type</b>	School Policy
<b>Policy Owner</b>	Headteacher
<b>Statutory</b>	No
<b>Publish Online</b>	Yes
<b>Last Review Date</b>	October 2024
<b>Review Cycle</b>	Three years
<b>Next Review Date</b>	October 2027
<b>Expiry Date</b>	September 2027
<b>Date Agreed:</b> October 2024	<b>Date for review:</b> September 2027
<b>Chair of Governing body:</b>	<b>Date signed:</b>

## **Statement of Intent**

- To ensure a positive learning environment is created in which all stakeholders feel safe.
- To encourage an ethos of respect and support for all – ‘Work Hard, Be Kind’.
- To raise awareness of what is considered bullying behaviour and ensure that pupils are equipped with the skills to deal confidently and positively with incidents of bullying if they occur.
- To engage with all members of the King Edward VI Northfield School for Girls community to ensure that we create a learning environment in which bullying will not be tolerated.
- To update and review our practices regularly, informing parents of any changes made to our anti-bullying policies or procedures, and signposting them to any useful resources

## **2. Defining Bullying**

Bullying is: “Behaviour by an individual or group, usually repeated over time, which intentionally hurts another individual or group either physically or emotionally” (DfE definition).

The various types of bullying are:

Verbal bullying - involving name calling or making use of written notes, e-mails or mobile phone messages, pictures or video clips (so called ‘cyber bullying’); this bullying may include threats of physical violence, racist insults or threats, sexual insults or threats or other prejudice based behaviour.

Physical bullying - consisting of deliberate jostling, bumping, pushing or shoving or sexual touching. Those responsible may maintain that it was accidental when first detected, but it is a criminal offence if it involves assault, actual bodily harm or wounding. This type of bullying may involve theft or damage to property, accompanied by the threat of violence. Not all theft or damage is bullying, but it is where it is repeated and the intention is to create fear or to intimidate.

Indirect bullying - involving the manipulation of social networks with the intention of belittling an individual or individuals or excluding them or marginalising them from their friends and normal relationships; this can be by spreading rumours or making malicious accusations and might involve cyber bullying.

Cyber bullying can be multifaceted and therefore the following protection is in place:

- an Acceptable Use Policy (AUP) that includes clear statements about e-communications
- assemblies highlighting cyber bullying and CEOP (Child Exploitation and Online Protection), a multi-agency service dedicated to tackling the exploitation of children.

### **3. Procedures for Reporting Bullying Incidents**

All pupils are encouraged to feel that it is right to tell someone if they are being bullied or if they think someone else is being bullied. Incidents of bullying will be dealt with quickly and appropriately.

Whilst it is the responsibility of all staff within the academy to reinforce the anti-bullying strategy and support the victims of bullying, it is recognised that not all staff have the capacity (due to the

commitments of their job) to carry out a swift and thorough investigation. Therefore, incidents of bullying should be referred to the appropriate Head of Year or Key Stage Senior Learning Mentor as quickly as possible.

#### **4. Staff suspecting an incident of bullying should:**

- reassure the young person that their concerns are being taken seriously and will be investigated.
- avoid labelling pupils as 'a bully' and 'a victim' – after an incident both students may need support to rebuild and reinforce self-image and esteem or restorative facilitation
- contact the relevant Head of Year / as soon as possible with details of the incident

The Head of Year / Senior Learning Mentor will record the incident details on our MIS system, Arbor and MyConcern.

All reported incidents of bullying should be investigated using the following procedure:

- appropriate students will be interviewed by the relevant Head of Year / Senior Learning Mentor and statements will be taken.
- copies of statements and any supporting evidence gathered will be stored electronically using Arbor.
- details of all actions taken will be recorded.

The recipient and perpetrator of any bullying incident will be monitored by the appropriate Head of Year and / or Senior Learning Mentor. A follow up meeting will then take place within the next three weeks.

Parents of both parties will be contacted and updated on progress made.

#### **4. Roles**

Head of Year / Senior Learning Mentor will:

- provide advice, support and assistance to any pupil who reports bullying. Where wider family support is required, it will be delivered through the Early Help process or Pastoral Support Plan.
- accept referrals from members of academy staff on individual students who are causing

concern (both recipients and perpetrators of bullying).

- ensure that bullying is a standing item of Year Team weekly meetings. These will focus on the issues presented during the term to ensure appropriate tracking and intervention for all students.
- where appropriate (if the recipient and perpetrator agree) use restorative practice strategies to allow the victim to explain the consequences of the perpetrator's actions to them face to face. Where used, this will be conducted in a safe and supported environment with trained members of staff. Agreements would then be reached which would allow a new relationship to be established.
- where appropriate assign fully trained anti-bullying PAL to support both the recipient and the perpetrator.
- refer vulnerable students to appropriate services, e.g. counselling or With Me in Mind.
- run discussion groups and work with students who have been identified as perpetrators of bullying to reduce the number of bullying incidents on the academy site.
- in collaboration with the Headteacher and other staff, seek opportunities to promote the anti-bullying strategy at King Edward VI Northfield School for Girls, e.g. via assemblies, displays and promotion of national awareness campaigns.

The Senior Leadership Team will:

- ensure that weekly pastoral team meeting include bullying as a standard item
- respond to student and parent voice to review and amend anti-bullying practices.
- monitor, review and update anti-bullying policy and incidents of bullying in order to ensure the safety of all members of the academy.
- ensure that all staff have a clear understanding of the King Edward VI Northfield School for Girls anti-bullying policy
- ensure that the policy is implemented through Progress and Achievement Leader meetings
- strive to enhance the quality of safeguarding work in relation to bullying.
- formally consult parents about their child's safety and well-being once a year, for example, through parents' evening surveys.

**Governors will:**

- ensure that an anti-bullying policy is in place and is reviewed annually
- ensure that any serious incidents of bullying are communicated in the termly governors report

**Parents and carers will:**

- regularly speak to their child in order to promote a social conscience and awareness that reporting bullying is the right thing to do.
- be aware of and support the academy's anti-bullying policy and procedures and use these to assist their child in understanding bullying behaviour.
- support the academy's actions in dealing with proven cases of bullying
- work with the academy in order to support their child in developing positive responses to incidents of bullying consistent with the academy's anti-bullying procedures.
- engage in the Early Help process if wider support is required.
- be responsible for monitoring their child's e-communication and social media use. Should cyber-bullying occur, parents are responsible for ensuring that the appropriate reporting mechanism is used. For example, the report feature on Facebook, red flag on Youtube or report to the local police.

**5. Appeals Process for Bullying Incidents**

At all times the Academy will seek to work with parents and students to ensure that incidents of bullying are dealt with to the satisfaction of all concerned.

If at this point an agreement cannot be reached, the matter may be dealt with through the formal complaints procedure detailed on the website.

**6. Promoting the Anti-Bullying Policy, Culture and Ethos**

King Edward VI Northfield School for Girls has a clear protocol for sustainable promotion of the anti-bullying policy and developing an academy wide culture and ethos which supports tackling bullying. This is multifaceted through:

- appropriate citizenship embedded as part of the PSHE curriculum; pupils will be shown that bullying in any form is unacceptable.
- appropriate content exploring acceptable and unacceptable uses of social media usage in the KS3 IT / Computing curriculum
- the use of form time and assembly programme to develop discussion, raise awareness and understanding of the impacts of bullying.
- school council and PALs promoting the anti-bullying message throughout the King Edward VI Northfield Girls' School community.