

# Sands School



The ALTERNATIVE FACE of  
EDUCATION

## ANTI-BULLYING STRATEGY AND PROCEDURES

This strategy was written with regard to the DfE's advice [Preventing and tackling bullying](#) (which superseded the DfES publication 'Safe to Learn').

### Aims

At Sands School our aim is that staff, children and parents work together to create a happy, caring learning environment. We will not tolerate bullying and have a whole school approach to ensuring safety, security, openness and confidence.

### Objectives

1. To communicate effectively to all members of the school community the school's stance on bullying
2. To communicate effectively to all members of the school community the school's policy and procedures
3. To promote an open atmosphere in which victims and witnesses know that it is right to report incidents of bullying behaviour
4. To work with staff so that they can identify different sorts of bullying and know how to deal with cases sensitively and effectively
5. To work with children in a range of ways to equip them with skills and knowledge to counter and deal with bullying

## **Definition**

Bullying can be defined as behaviour by a group that intentionally hurts another individual or group either physically or emotionally. Actions considered as 'banter' by the perpetrators is bullying if it's outcome is hurtful to the recipient. It can be an unresolved single frightening incident or a series of such incidents. It reflects and imbalance of power between the perpetrator(s) and victim(s) making it difficult for victims to defend themselves against bullying. Bullying can be:

Physical:- hitting, kicking, taking belongings, intimidating

Verbal:- name calling, insulting, offensive remarks, threats

Indirect:- spreading rumours, exclusion, ostracizing, stalking

Cyber-bullying:- using internet / cyberspace, text messaging, social media e.g. Facebook etc

It may be directed at an individual or it may be prejudice-based arising from the victim's special educational need, sexual orientation, sex, colour, nationality, race, religion and belief, gender reassignment or disability and thus affect a wider group with shared characteristics.

Staff as well as students need to be protected from bullying.

If an incident of bullying outside school involving Sands students is reported it will be investigated and appropriate action taken,

## **Strategies for staff**

- Discuss the school's definition of bullying at school meetings and in tutorials to ensure common understanding.
- Appoint and publicise an Anti-bullying Co-ordinator. This is currently Martin Roberts.
- Train all staff, including non-teaching staff, to recognise types of bullying and signs of possible victims.
- All staff are to follow these 5 key points:
  - Never ignore suspected bullying.
  - Do not make premature assumptions.
  - Listen carefully to all accounts – several pupils saying the same thing does not necessarily mean they are telling the truth.
  - Adopt a problem-solving approach that moves pupils on from self-justification.
  - Follow up repeatedly, checking that bullying has not resumed.
- All cases of suspected bullying must be reported in the first instance to tutors and/or School Council.
- Teachers should be aware of the opportunities within the curriculum to create

an anti-bullying ethos and to develop self-esteem and peer power.

### **Strategies for students**

- The Anti-bullying Policy is re-introduced to all pupils at the beginning of each academic year via tutorials. Students should be aware of the different forms of bullying and understand their responsibilities in trying to prevent and address bullying.
- Children will learn through a combination of direct discussion about bullying and indirect strategies in teaching and other aspects of the school.
- School Council will discuss all incidents of bullying not resolved by tutors.
- School Meeting will ratify any decisions, strategies or consequences recommended by School Council and discuss any issues that School Council and tutors have been unable to resolve.
- Discuss issues with tutors and peers in Tutorials [with dedicated sessions on bullying]
- Discuss issues in General Studies lessons which relate to bullying on a wider scale in society.
- At Sands older pupils and social tutors play an important role in this process

### **Strategies for Parents**

- Information about the school's policy and procedures will be published in the Parents' Support Pack and website.
- Any concerns raised by parents will be sympathetically heard and investigated
- Parents of both victims and bullies will be supported

### **Monitoring and Evaluation**

1. All reported cases of bullying will be recorded by School Council who will undertake to:
  - a) keep records confidential (where appropriate) and secure
  - b) ensure that all reported cases of bullying are resolved to the satisfaction of the individual, and of the School Meeting
2. The Anti-bullying Co-ordinator will report to the Staff Meeting on a regular basis about any issues which may arise and will report to the Governors on any exclusions relating to bullying or if the incidence of bullying in the school is increasing.
3. School Council will report to the School Meeting every week about any issues which may arise

# Procedures

If a case of bullying **is witnessed or suspected** :-

- a. Talk to a tutor and/or School Council
- b. Keep dated notes
- c. Talk discreetly to the suspected victim and encourage a dialogue

If a case of bullying **is brought to your attention**:-

- Listen sympathetically and take it seriously but do not make assumptions.
- Do not promise unconditional confidentiality; you may have to tell others in order to ensure the well-being of the victim.
- Make notes and talk to your tutor and/or School Council. Agree who will take the next steps/further action.

In the case of bullying the **School Council** will:

- Record details of the incident(s) and action taken.
- Identify the nature of the incident(s) and implement appropriate strategies. These could include:
  - a) mediation by an adult or peer
  - b) assertiveness training for the victim
  - c) group meetings to analyse problems and develop solutions cooperatively
  - d) meetings with parents to ensure complementary and effective measures to support children and solve problem
  - e) following the cycle set out in the Sands flow chart in the Discipline and Exclusions policy

Where children do not respond to strategies and bullying is persistent or violent, sanctions in line with the school's **Discipline and Exclusions Policy** will follow.

Strategies for **investigating bullying** could be all or some of the following:

- Discussions at length with the victim and bully - separately if necessary. This will require patience and understanding. Remember – Listen, believe, act.
- Obtain witnesses if possible. Advise the tutors of the victim(s) and aggressor(s).

- If the bully owns up then follow the procedure outlined below
- If the alleged bully does not own up, investigate further. If it is clear that they are lying, continue with the procedure. Children usually own up if presented with all the facts.
- Hold separate discussions with the parents of victim and bully.
- Tell the victim that he/she must report any further instances of bullying. Tell the bully that the victim has been given this instruction. This helps to prevent recurrence.
- Through on-going discussions, help the bully to face and understand the consequences of his/her actions, take responsibility and move on
- Continue monitoring the situation.

The emphasis is always on a caring, listening approach as bullies are often victims too – that can be why they bully.

**Sanctions** for the bully may include withdrawal from favoured activities; a contract of behaviour; 'Community Service' within the school; exclusion from school depending on the perceived severity of the incident(s). As the behaviour of the bully (hopefully) improves, then favoured activities etc. can be reinstated.

Where **groups of children** are involved or a **culture of bullying** is perceived to be developing in a class, the tutor will address the issue through School Council and through general pastoral care. Other subject teachers will be made aware of the situation in order to be able to assist through the broader curriculum.

Records of bullying incidents will be maintained by School Council and scrutinised by the anti-bullying coordinator. They, or an adult on Council, will ensure that where there is reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm this is addressed as a **child protection concern**. Similarly if that a **criminal offence** has been committed they should seek assistance from the police.

## Policy log

Last reviewed	September 2016
Agreed by	Martin Roberts, Staff meeting
Review frequency	yearly
Comments	
Links	Behaviour policy
	Safeguarding Policy
	PHSE
	Discipline and Exclusions