



# Anti-Bullying Policy

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TOVE LEARNING TRUST

## 1. Aim

We encourage all stakeholders in our academy to come forward and inform someone if they are concerned about bullying. By raising awareness, we can support any student or colleague who is being bullied and help individuals to try to change their bullying behaviour. From this we create a safer environment for all students and staff. It is well known that students and staff can suffer as a result of bullying behaviour causing stress and anxiety in both their personal and academic lives.

The Academy fully supports the work of the Anti-Bullying Alliance (ABA), a coalition of organisations and individuals that are united against bullying.

## 2. Definition

ABA defines bullying as:

**'The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. It can happen face to face or online.'**

The three main types of bullying are:

**Physical;** hitting, kicking, taking belongings, sexual harassment, peer on peer abuse

**Verbal;** name-calling, insulting, making offensive remarks, threatened, inappropriate use of 'banter'

**Indirect/psychological;** spreading malicious rumours about someone, exclusion from peer or social groups, sending malicious emails or text messages, via the use of social media platforms.

In assessing any reported bullying incident or concern the Academy will consider the role by which the following key features: **HURTFUL, REPETITIVE, INTENTIONAL** and whether there is a **POWER IMBALANCE**.

## 3. The Equality Act 2010

The Equality Act 2010 provides the legislation for a fair and equal society in which there are a number of key protected characteristics. The Academy's Anti-Bullying Policy supports individuals and groups who may become victims because of their gender, appearance, disability, sexuality, religion, ethnicity or race.

## 4. The Rushden Academy Anti-Bullying Charter

All pupils are required to sign up to the Rushden Academy Anti-Bullying Charter in the first term of every academic year as part of their personal commitment to end bullying at the school.



**Team Rushden –Anti Bullying Charter**

**'The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. It can happen face to face or online.'**

At Team Rushden we \_\_\_\_\_ will:

- Treat others as we wish ourselves to be treated which is with fairness, with dignity and without discrimination.
- Report any bullying of ourselves or others to someone we feel comfortable with.
- Use our social networks and media appropriately and positively and never seek to cause harm.
- Always use appropriate and respectful language especially when referring to someone's race, gender, religion, sexuality, beliefs and ability.
- Channel our efforts into making Rushden Academy a safe place to learn and grow academically and personally.

## 5. Team Rushden Values

The Team Rushden Values clearly set out for all stake-holders key aspects in reducing and addressing bullying within the Academy. The Academy refers to its key values in lessons, assemblies and through our pastoral development programme. Our aim is to help support and create an organisation that is united in reducing bullying. A particular focus is through our **RESPECTFUL** values and the values we encourage in promoting being **TEAM PLAYERS**.



**Team Rushden**

Smart	Respectful	Hard-working And Resilient	Team Players
<p><b>WE VALUE:</b></p> <ul style="list-style-type: none"> <li>• Making smart decisions</li> <li>• Wearing our uniform with pride</li> <li>• Keeping the school environment smart</li> <li>• Smart work, smart presentation and being fully prepared for learning</li> </ul>	<p><b>WE VALUE:</b></p> <ul style="list-style-type: none"> <li>• Diversity and difference</li> <li>• Respecting each others' opinions</li> <li>• Treating others how we want to be treated</li> <li>• Good manners as they cost nothing</li> </ul>	<p><b>WE VALUE:</b></p> <ul style="list-style-type: none"> <li>• The opportunities given to us</li> <li>• Independence and working out problems ourselves</li> <li>• Challenge to enable change</li> <li>• Never giving up</li> </ul>	<p><b>WE VALUE:</b></p> <ul style="list-style-type: none"> <li>• Others and what they can offer</li> <li>• Working together and encouraging everyone's contribution in order to achieve our aims</li> <li>• Co-operation and collaboration</li> <li>• Supporting and encouraging each other to do well</li> </ul>

## 6. Action for Pupils

It is important to remember that any issue surrounding bullying is not your fault. You should not feel ashamed about being bullied. You must report what has happened. We also encourage friends and family members to also report any concerns over bullying to the Academy. There are now a number of ways this can be done:

- Speaking to someone in school, either:  
tell your teacher/tutor or your Head of Year, Pastoral Support Assistant, Vice Principal, Principal/Headteacher or any adult in the academy that you trust.

There are other ways victims of bullying or other students who witness or who become aware of bullying issues and incidents can inform the school.

These are:

- Posting a letter through the letterbox on the first aid door located at the pupil reception
- An online report accessed via our website 'report a bullying issue'
- Using our text line 'text bully' details are on the school website

Be reassured that your problem will be dealt with quickly and sensitively. When someone is being bullied or in distress take action.

## **7. Information for Parents/carers**

If you are concerned that your child is being bullied we would encourage you to get in touch with the Academy and speak to your child's tutor or Head of Year. These are some of possible signs to look out for:

- going home with damaged or missing clothes
- having unexplained scratches or bruises having trouble with schoolwork for no apparent reason
- different sleep patterns; not being able to sleep, not being able to get up in the mornings
- not wanting to go to school
- sudden change in normal behaviour
- being irritable or easily upset
- bed wetting
- asking for more money

## **8. Actions for parents**

Encourage your child to talk to you and tell you what has been happening. Tell them that it is not their fault and that it is important to tell someone to begin the steps necessary to get it stopped.

Contact and report the concern to the child's tutor or Head of Year at the Academy giving as much information as possible. See other ways to report a bullying issue outlined in the student section.

It is vital that as an Academy we are informed of any bullying concerns as soon as possible. This helps members of staff to intervene earlier and avoid escalation or the continuation of issues.

## **9. The Rushden Academy Actions and Response**

The 'Actions and Response' flow chart in Appendix 1 details the steps the Academy takes when dealing with incidents categorised as 'bullying'. The Academy will set SMART (specific measurable, achievable, realistic and time bonded) outcomes in order that all incidents are dealt with in a consistent manner.

We refer to all incidents reported as '**Potential Bullying**'. The use of the term 'Potential' is not to decrease the seriousness of the incident being reported, but to enable a fair and objective investigation to take place.

The 'Actions and Response' flow chart highlights the steps by which a 'Potential Bullying' incident or concern leads to a confirmation of 'Bullying' being recorded as a safeguarding issue. All concerns follow this process with a log created of Potential Bullying incidents recorded on Go 4 Schools for monitoring. Those designated at the safeguarding meeting as confirmed 'Bullying' incidents are used when reporting to governors and OFSTED.

## 10. How staff report concerns regarding bullying within school

### a. Concerns over bullying by staff members

All information regarding concerns over bullying behaviour towards or by staff to other staff or pupils within the Academy are a very serious matter. All concerns are to be passed directly to the Principal for further investigation. If the concerns over bullying behaviours relate to the Principal please refer to the Complaints Policy on the school website and for school staff via TLT Policies on the school shared area.

### b. Concerns over bullying by pupils

All concerns and incidents are recorded on Go 4 Schools as a behaviour incident. Concerns must be followed up with the HOY. Should a member of staff believe a pupil is in immediate danger as a result of bullying they must make contact with a member of the Safeguarding Team.

## 11. The scope and range of actions to address bullying issues

The range of actions used by the Academy fall into two distinct classes (1) Restorative Actions (2) Sanctions

Where Restorative Actions have not achieved the aim of addressing bullying type behaviours by an individual or group it is more likely that sanctions will be applied.

<b>Restorative Actions</b>	<b>Internal (I) and External (E) Sanctions</b>
<b>Corrective Conversation</b> – a meeting with the pupil to discuss concerns and re-set expectations.	<b>Break and lunchtime detentions (I)</b> and supervision especially in the case that bullying concerns occur during unstructured times of the school day
<b>Restorative Justice meeting</b> – a meeting held and overseen by a HOY with both victim and perpetrator to address concerns over bullying	<b>Senior Leadership Detention (I)</b> – up to 90 minutes
<b>'No-blame' discussion</b> used to unpick the issues between individuals that may have led to bullying type behaviours displayed by one or both parties	<b>Formal Isolation/Internal Exclusion (I)</b> for bullying 1-3 days
<b>A Formal Warning</b> given to a student by the Vice Principal with a letter of concern sent to parent and placed on the pupils' school file	<b>Fixed Term Exclusion (E)</b> for bullying 1-2 days <b>Fixed Term Exclusion for bullying (E)</b> 3-5 days
<b>Parent/student meeting</b> to address concerns	<b>Permanent Exclusion (E)</b> – As a last resort a pupil would not be able to return to Rushden Academy

Rushden Academy will wherever possible seek to find a positive outcome and solution through Restorative practices when concerns and issues of bullying are reported. A stepped approach will be taken in most cases. However, there may be occasions whereby this approach is not appropriate and the Academy will set a combination of restorative actions and sanction or the incident will be addressed by the sole use of a sanction. On some occasions a high level sanction will be applied based on the brevity of the concern raised. The Academy tracks and monitors incidents and the individuals involved. It may be the case that an individual has been involved in a number of bullying type incidents and it may be appropriate in these circumstances to set higher tariff sanction.

## **12. Recording**

All bullying concerns reported are investigated and recorded on Go 4 Schools by Heads of Year or designated person such as the Pastoral/Behaviour Support Assistant. All incidents at this stage are recorded as 'Potential Bullying' prior to review at the Academy's weekly safeguarding meeting. The Safeguarding panel will apply the ABA – Hurtful, Repetitive, Intentional and Power Imbalance assessment criteria when investigating incidents.

## **13. Monitoring**

This will be carried out on a regular basis by:

- A standing agenda item in the weekly Safeguarding meeting
- Internal Pastoral and curriculum meetings
- By Pupil Forum/voice
- Pupil questionnaires
- Parental questionnaires
- By the Vice-Principal as Senior Lead for Anti-Bullying with support from the Designated Safeguarding Lead.

The weekly Safeguarding meeting is attended by all Heads of Year, School Attendance Officer, Designated Safeguarding Lead and Vice Principal. All potential bullying cases are reviewed and considered. The main function of this professional's forum is to distinguish which incidents can securely be classed and identified as bullying and those that are a result of friendship breakdown and social issues between pupils. On agreement, key cases of concern are then designated as 'Bullying' and recorded on the central safeguarding record – 'My Concern' as a SAFEGUARDING matter.

Annually, a whole review of the anti-bullying policy will take place to identify strengths and weaknesses.

## **14. The scope of the Rushden Academy Anti-Bullying Policy**

The Anti-Bullying Policy covers bullying type behaviours carried out during the school day as well as journeys undertaken to and from school. In the interests of tackling bullying the policy also covers any incident of on-line bullying that may take place at home or at any time or place where there is an intention to cause harm.

Where there is evidence of serious breaches of our behaviour policy as a result of bullying type behaviours this could instigate a full safeguarding investigation and has the potential to lead to high level sanction set by the Academy. Final outcomes of an investigation could lead to Fixed Term Exclusion or Permanent Exclusion from the Academy for a pupil/s.

The Principal holds the right to consider Permanent Exclusion for persistent and serious levels of bullying carried out by an individual or as a group behaviour.

Bullying involving members of staff will be dealt with in line with reference to the DFE's Teacher Standards, The Code of Conduct for all staff and the Tove Learning Trust's Disciplinary Policy.

## **15. Consistency of policies**

This policy should be read alongside the following other Rushden Academy policies, TLT Policies or DFE Documents:

- Child Protection and Safeguarding Policy
- Behaviour and Exclusion Policy
- SEND Policy
- Rushden Academy Code of Conduct for all staff
- Tove Learning Trust – Disciplinary Policy
- DFE – Teacher Standards

This policy was been approved by the board on: 11.11.19

Signature of AIB chair:

A handwritten signature in black ink, appearing to be 'Tim Foster', written over a horizontal line.

Name of chair of the Board: Tim Foster

Date for renewal: 10.11.20

## Appendix 1 - Rushden Academy Bullying response and actions flow chart

An issue of concern of **Potential Bullying** is raised by:

**Student**

**Parent**

**Teacher**

**Associate staff member**



Concern is investigated by HOY/Tutor/PSA as a **Potential Bullying Incident**.  
HOY/Tutor/PSA reviews any previously logged incidents of Potential Bullying of named students in support of the investigation



Full investigation carried out by HOY/PSA. Interview with both alleged victim and perpetrator/s to establish nature of incident reported.

Incident recorded on Go 4 Schools as a Potential Bullying incident



Investigation findings presented to Vice Principal Student Welfare and Behaviour to decide next steps:

- Verbal warning and/or Restorative Justice meeting
- Parental contact regarding perpetrators
- Internal consequence e.g. Isolation
- Recommendation of a fixed term or permanent exclusion to the Principal

**Parent of victim contacted to explain actions taken by the school by HOY/PSA**



HOY reports Potential Bullying incidents to weekly Safeguarding meeting for review and consideration of named person/s and incident/s recorded as 'Bullying'.



Following review by Anti-Bullying Forum - **ALL** evidence and any previous Potential Bullying Incidents are recorded on the central **MY CONCERN** log as **BULLYING**.