



St Ursula's Convent School

A Humanities College and Teaching School

Anti- Bullying Policy

As a Catholic school we believe that each person is made in God's own image and likeness. Bullying in all its forms undermines that belief. Bullying gives the message that one individual is deemed to be of less worth than someone else. It therefore runs counter to what we are as human beings and as Christians.

Statement of intent

At St Ursula's we are committed to providing a caring, friendly and safe environment for all our students so that they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. Bullying can be an individual or group action. It should always be reported and will be treated seriously.

Objectives of this policy

- All governors, teaching and non teaching staff, students and parents/carers should have an understanding of what bullying is.
- All governors and teaching and non teaching staff should know what the school policy is on bullying, and follow it when bullying is reported.
- All students and parents/carers should know what the school policy is on bullying, and what they should do if bullying occurs.
- At St Ursulas we take bullying seriously. Students and parents should be assured that they will be supported when bullying is reported. All reported cases of bullying will be investigated.

Definitions of bullying

Bullying is the use of aggression with the intention of hurting another person or persons. At St Ursulas we consider bullying to include the following:

- Emotional : being unfriendly, excluding, tormenting (e.g. hiding books), threatening gestures; threats; interfering in a relationship between peers in order to cause hurt; damaging personal property.
- Physical: pushing, kicking, hitting, punching or any use of violence.
- Racist: racial taunts, graffiti, gestures.
- Sexual: sexually abusive comments
- On the grounds of disability

- Homophobic: Bullying focussing on or because of the issue of sexuality including trans gender bullying
- Verbal: name calling; use of unwanted nicknames; sarcasm; spreading rumours; repeating hurtful comments: teasing.
- Cyber- the use of texts, e mails and /or social networking sites to spread rumours, make threats or malign the name of other students.

Bullying can occur in the following situations and at the following times:

- Travelling to and from school
- In school at any time where there is no staff supervision
- In the toilets
- In lessons
- On the internet, via text messages or any other messaging service
- Around school

Procedures for dealing with reported bullying:

- Any student or member of staff aware of any form of bullying or harassment should report it immediately to the relevant person (usually the Head of Year/KSLM) and record the incident.
- Those alleged to have been bullied should be interviewed by the relevant person and a written statement should be taken.
- Those accused of bullying should be interviewed by the relevant person and a written statements should be taken. Any possible witnesses should also be seen in isolation and asked to provide written statements.
- On the first occasion (depending on severity) the bully/bullies will be reprimanded by the Year Head and, where appropriate, a senior member of staff. Students will be informed about the consequences of any further bullying and told that a record of the incident will be kept on their file. Parents of those that were bullied and those who bullied will normally be informed.

An entry on SIMS behaviour log will be kept on any student who is the victim of bullying to detail type of bullying, action taken and the impact of that action.

- If a further incident occurs parents/carers will automatically be contacted. The students and parent/carer will be informed that the bully/bullies will be placed on the school's disciplinary procedures as outlined in the Behaviour for Learning Policy.

The response to alleged incidents of bullying should be staged depending on the severity of the allegation (See "Responsibilities" below)

Other strategies for reducing the incidence of bullying

- Students who feel that they are being bullied can be referred to Year 10 peer mentors if KS3. This peer mentoring can assist students in resolving disputes. The peer mentors are supported by Ms Higgins and HOY 10.

Students are helped with the development of their assertiveness and have their awareness of the negative effects of cyber bullying raised during PSHE and assemblies and other activities held on Enrichment Days and throughout the year and during National Anti bullying Week.

- Bullies can be helped to change their behaviour by receiving counselling or other relevant services.
- If appropriate, Restorative Justice Conferences can be held between the bully/bullies and those who have been bullied.

Monitoring of bullying

Bullying incidents will be monitored on a termly basis with a view for looking at patterns in terms of types of bullying eg. Racist

Responsibilities

Class teachers

Use social perception or reports from students to identify any possible bullying and report this to the Head of Year/Form Tutor/KSLM.

Form Tutors

Use social perception or reports from students or teachers to identify any possible bullying .Pass on concerns to the Head of Year/KSLM/ Form tutor

Head of Year/KSLM

Use social perception to identify any possible bullying. Receive accounts of alleged bullying from students and other members of staff. Investigate all allegations using student interviews and witness statements and refer serious cases to the relevant SLT. Contact parents/carers as appropriate.

Interview students and parents/carers as appropriate. Make recommendations to Head Teacher who will make decisions about appropriate action which may include fixed term or permanent exclusion.

Outcomes

- The bully should be encouraged to apologise to the victim. If a face to face meeting is not always appropriate, a written apology must suffice.

- An appropriate sanction should be placed upon the bully – if behaviour does not improve.
- If possible the bully and the victim should be reconciled. This is not necessarily an easy process and caution should be exercised. The main thing is ensuring the behaviour stops and the victim is safe. The views of the bullied student regarding any reconciliation meeting are paramount.
- In serious cases exclusion will be considered.
- After any case of bullying has been dealt with, each case will be monitored in order to ensure bullying does not recur. This is the responsibility of the lead teacher in each incident.
- Staff can monitor victims and bullies through follow-up conversations.

Reviewed February 2016

Signed Chair of Governors

Next review February 2019