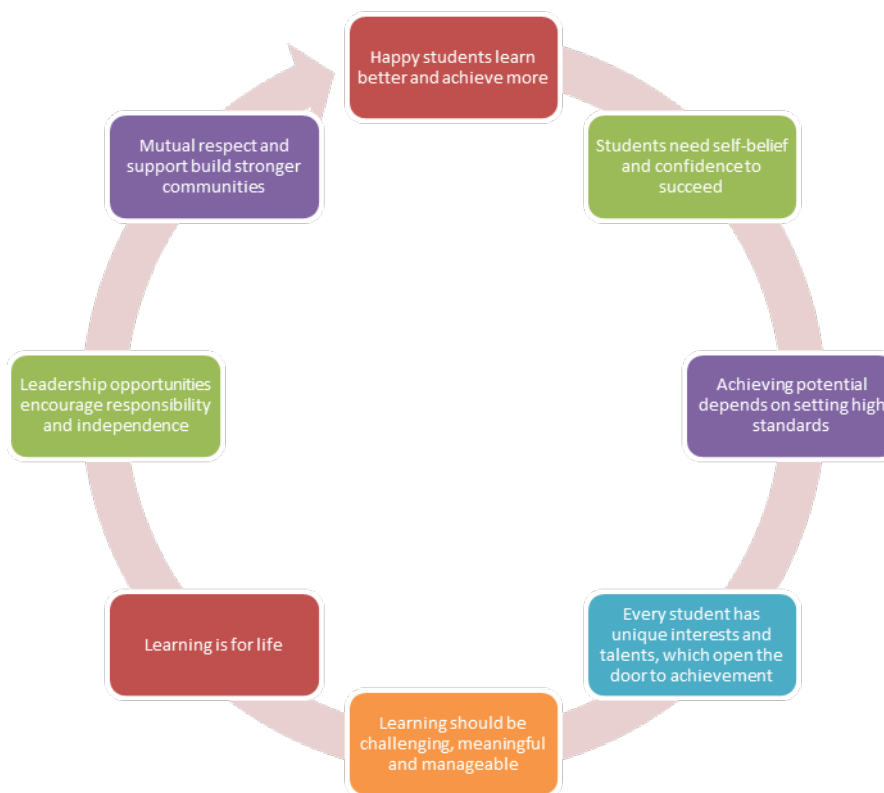



Central Values



Central Values	Anti-bullying
Happy students learn better and achieve more	Provide a safe environment in which students can learn and develop
Students need self-belief and confidence to succeed	Give each student the opportunity to achieve success and self-respect
Achieving potential depends on setting high standards	Give each student the opportunity to achieve the highest academic standard
Every student has unique interests and talents, which open the door to achievement	Ensure that each student is allowed to achieve their full potential across a balanced academic, cultural and social curriculum
Learning should be challenging, meaningful and manageable	Create opportunities for each student to take responsibility for their own development
Learning is for life	Encourage students to recognise their needs and seek support when needed.
Leadership opportunities encourage responsibility and independence	Create a school in which all students feel valued, important and supported
Mutual respect and support build stronger communities	All students feel valued, supported and fulfilled

Anti-bullying Policy Contents

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This policy supports the following policies:

- Behaviour for Learning
- Attendance for Learning
- Safeguarding and Child Protection

Statement of Intent

At Central Lancaster High we are committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere.

Bullying behaviour of any kind is unacceptable at our school. If bullying behaviour does occur, all pupils should be able to tell and know that incidents will be dealt with promptly and effectively.

The school disapproves of bullying behaviour in all its forms and considers it a most serious offence.

The pupils know that bullying behaviour is completely unacceptable and that they must tell a teacher if it happens to them or someone they know.

The Headteacher and all the staff work in creating a climate in which pupils will report any bullying incident in the expectation that it will be dealt with urgently and firmly.

Objectives of this Policy

- To ensure all governors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying behaviour is.
 - To ensure all governors, teaching and non-teaching staff should know what the school policy is on bullying behaviour and follow it when bullying behaviour is reported.
 - To ensure all pupils and parents should know what the school policy is on bullying behaviour and, what they should do if bullying behaviour arises.
 - To ensure as a school we take bullying behaviour seriously. Pupils and parents should feel confident that they will be supported when bullying behaviour is reported.
 - To confirm bullying behaviour will not be tolerated.
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Safeguarding

Under the Children Act 1989 a bullying incident can be addressed as a child protection concern when there is 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm'. We view any form of bullying at Central as a serious concern and will always seek the help of Local Authority Services and other external agencies where appropriate to help and support the victim and the young person engaging in bullying.

Criminal law

Although bullying itself is not a specific criminal offence in the UK, there are some types of harassing or threatening behaviour or communication that could be viewed as a criminal offence under the Protection from Harassment Act 1997, the Malicious Communications Act 1988, the Communications Act 2003 and the Public Order Act 1986.

At Central if we feel that an offence has been committed, that puts a pupil at risk or contravenes any of the above acts, we will contact the police. For example, it is an offence for a person to send an electronic communication to another person with the intent to cause distress or anxiety or to send a message which is indecent or offensive, a threat, or send information which is false.

Bullying outside school premises

In line with our school Behaviour Policy, the staff at Central have the power to discipline pupils outside the school premises "to such an extent as is reasonable". This can also relate to any bullying incidents occurring outside of school.

Where bullying outside of school is reported it will be investigated and acted on and if appropriate the police will be contacted, especially if the misbehaviour could be criminal or poses a threat to a member of the public.

In all cases of misbehaviour or bullying staff can only discipline the pupil on school premises or at times when the pupil is under the lawful control of the staff member.

What is bullying behaviour?

"Behaviour by an individual or a group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally."

(DSCF – October 2007)

Bullying behaviours:

Physical: pushing, kicking, hitting, pinching, and any other forms of violence, threats.

Verbal: name-calling, sarcasm, spreading rumours, persistent teasing.

Emotional: excluding (i.e. not speaking to someone), tormenting, ridicule, humiliating.

Racist: racial taunts, graffiti, gestures

Sexual: unwanted physical contact or abusive comments

Homophobic: because of or focussing on the issue of sexuality.

Cyber: all forms of internet, such as email and internet chat room misuse.

Mobile threats by text - messaging and calls.

Misuse of associated technology i.e. phone camera/video

Cyberbullying

Cyberbullying can occur in or outside school. It is a different form of bullying and can happen at all times of the day or night with a single click.

The wider search powers included in the Education Act 2011 gives all teachers the powers to tackle cyberbullying by providing a specific power to search for and delete inappropriate images on files on electronic devices, including mobile phones.

At school we will not tolerate any form of cyberbullying that is reported to us, either in or out of school.

A DFE help sheet 'Cyberbullying: Advice for headteachers and school staff' is an appendix to this policy.

How do we identify potentially vulnerable pupils

Bullying can happen to all pupils and it can affect their social, mental and emotional health. School staff must be alert to any form of bullying but be especially aware that some pupils may be particularly vulnerable to bullying.

- Isolated pupil – lack of friends, why?
 - Shy children
-
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- Different ethnicity/sexuality
- SEN pupils
- Children with a disability
- Children different in some obvious way
- Those exhibiting inappropriate behaviour
- Those who appear passive or submissive
- Those who come from an over - protective family
- Children Looked After
- Traveller Children
- Children as Carers
- Lesbian, gay, bisexual, transgender (LGBT)

Identifying Sign and Symptoms:

- Outgoing pupils become withdrawn
- More anxious or insecure
- Low Self esteem
- Negative self image
- Variety of physical symptoms, head/stomach ache, bed wetting
- Can lead to self harm, anxiety related illness
- Arriving home late
- Pupils isolated or disengaged
- Unusual pattern of attendance
- Truancy
- Damage to books or other property
- Unaccountable repeated loss of money/property/bags
- Cuts, bruises, torn or ruffled clothing



Effects of bullying behaviour on a child

- Reduced achievement/attainment
- Poor concentration
- Disengagement with school
- Absence due to illness – (often faked)
- Truancy/Refusing to attend
- Poor appetite
- Isolated
- Increased anxiety
- Self-harm
- Mental health issues

Dealing with bullying behaviour

Pupils	<p>'You have a right to live your life in peace and quiet, to be an individual and be proud to be different and not to be bullied.'</p> <p><i>(Taken from Anti-bullying Charter from pupil planner)</i></p> <p>To make sure this happens – you must</p> <ul style="list-style-type: none"> ✓ Report every bullying incident to your form tutor, they may ask you to fill in a bullying form. You can also speak in confidence to your Pupil Progress Leader/Senior Leaders or any member of the staff with whom you feel comfortable. ✓ You must report continuing incidents to any member of staff you are confident and comfortable with. ✓ Fill in a bullying form or make a statement (available from your form tutor or the school office) – you can have help to do this. It will be useful if you can write down the date,
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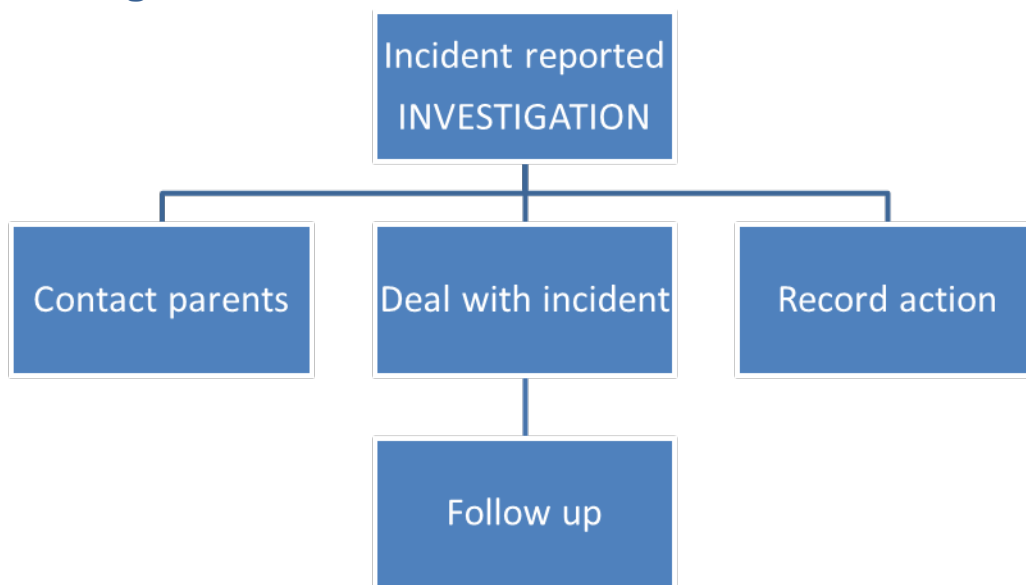
	<p>time and place the bullying happened, who bullied you and how, and names of any witnesses (<i>if there were any</i>) Put in red box in entrance hall or give to staff or school office</p> <ul style="list-style-type: none"> ✓ Once you have filled in the form a member of staff will talk to you and decide what action to take; the incident will be logged and an investigation made and appropriate action taken. This action will depend on the severity of the incident (<i>see Consequences</i>) you will be kept informed of action being taken. ✓ If you are worried about telling a teacher – tell a friend/brother/sister parent/guardian/relative/someone you trust and ask them to tell school you are being bullied. ✓ Keep a diary of events- dates, times etc. ✓ If you are still worried you can go to the Pupil Inclusion Centre (PIC) <p>You will receive lots of help and support once you have reported the incident – we are here to look after you!</p>
Parents/Guardians	<ul style="list-style-type: none"> ✓ Contact school as soon as you suspect your child is being bullied. ✓ Ask to speak to your child’s form tutor or make an appointment to come into school. ✓ If the matter is urgent and the form tutor is not available ask to speak to the person in charge of the year, a Senior Leader or a member of staff in the Pupil Inclusion Centre. ✓ In exceptional circumstances or if you are unhappy with the support received, you could ask to speak to the headteacher. ✓ Explain your concerns, giving names, dates and times and any witnesses (if these details are known). ✓ Encourage your child to talk to someone in school (it is very important that you contact school if the incidents of bullying continue). ✓ Continue to keep in contact with school until you feel the bullying has stopped and your child is happy.
Staff	<p>All staff, teaching and non-teaching will be expected to respond to incidents of bullying behaviour.</p> <ul style="list-style-type: none"> ✓ Members of staff receiving a complaint should fill in a blue slip or write on the bullying

	<p>slip of the child in the 'action taken' section.</p> <ul style="list-style-type: none"> ✓ All staff receiving information or suspecting bullying must discuss their concern with the appropriate PPL who will then discuss with SLT for bullying. ✓ Copies of the slip should go to the form tutor/PPL/SLT then to SLT for bullying. ✓ The SLT for bullying will keep a file with all bullying slips and make a note in the bullying file to ensure monitoring of repeated incidents. ✓ An investigation will be carried out (witnesses interviewed) by SLT/PPL. ✓ Parents of victim and bully will be informed if incident is deemed as bullying. ✓ Action will be decided depending on severity of incident consulting with all staff involved and the pupil and parent where appropriate ✓ Findings and action decided will be discussed with victim and member of staff reporting incident. ✓ In severe incidents a Restorative Justice Meeting will be arranged with qualified adult. ✓ If parents have contacted school they will be informed of action taken by form tutor/PPL/SLT.
School	<ul style="list-style-type: none"> ✓ The school may organise a conference involving all parties. The Headteacher or SLT would chair such meetings ✓ Engage parents ✓ Restorative Justice Meetings may be necessary with victim and bully (always with victims and parents' consent) ✓ In cases of serious bullying behaviour, outside agencies may have to be involved (Local Authority Children's Services) ✓ A log of all bullying incidents is kept on file in the office of SLT responsible for bullying ✓ Possible completion of Common Assessment Framework (CAF) ✓ Possible involvement of Child and Adolescent Mental Health Services (CAMHS)

Raising Awareness

- Anti-bullying Assembly
- Anti bullying Week – Annually. (Whole school involvement/Curricular activities)
- Anti bullying surveys
- Anti bullying slips
- School council/Pupil voice Support group
- Pupil/parent questionnaires

Incident management



How do we manage incidents of bullying behaviour?

A combination of the following appropriate actions will happen:

- Support for victim
 - Quick and effective investigation of all reported incidents
 - Protection of the bullied child
-

- Identify adults pupil can talk to
- Recording details- also witnesses
- Ask pupil what they would like to happen – feeling safe
- Encourage pupil to co-operate fully
- Interview individually – also witnesses
- Close supervision until child feels safe
- Reducing anxiety by making arrangements for going home and returning next day
- Support after the event
- Communication with home
- Providing alternative places to go at breaks and lunchtimes
- Providing counselling to raise self-esteem – can be for both victim and bully.
- Record keeping and tracking to pick up repeat incidents

Consequences for the bully

1. Informing the parents of the bully who will probably be called into school to make them aware, to discuss the behaviour of their child and enlist their support in getting a swift solution.
 2. Bullying incidents will be logged in the bullying file, the pupil's file and in some cases the Serious Incidents file. Previous bullying incidents will be taken into account.
 3. The bully may apologise or write a letter of apology to those involved.
 4. The bully will be made aware of his/her behaviour and its effect upon others.
 5. The bully may have their break and lunchtime withdrawn (l/t detention/SLT)
 6. The bully will be given counselling and help to improve behaviour
 7. Outside agencies may become involved
 8. Restorative Justice meeting may be called between the pupils and if appropriate the parents of victim and bully
 9. The Headteacher will become involved when offences are repeated or are very serious
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10. In very serious circumstances, the bully may be sent to isolation or excluded
11. School will remain in contact with all parents until a satisfactory outcome is reached
12. The bully(ies) could spend lunchtimes and breaks with SLT until the victim feels safe
13. Attending lunchtime sessions on Respect and Protect (each other) RAP with member of staff

Recording and Reporting

- Clear reporting systems as stated earlier in the policy
- All bullying incidents files in office of SLT i/c Anti-bullying (*trace previous incidents*)
- Serious incident file in school office (*if appropriate*)
- Anti bullying behaviour sheets - copies to SLT/PPL/Form Tutor
- Comment on SIMS/Filetran on pupils' files (victim and bully)
- Contact with parents to inform re. action taken

How do we work to prevent bullying behaviour?

- ✓ By having a strong ethos with consistent expectations shared by all staff, pupils, parents and governors.
 - ✓ By building strong relationships with pupils where they all feel valued and are confident in making positive contributions to school.
 - ✓ By developing a support culture : a “look after each other” culture
 - ✓ By taking into account pupils' views and providing opportunities for their views to be heard through curriculum (Citizenship, RE, form time), TRAIL and the school council.
 - ✓ By providing support for pupils through peer mentors, buddy system, PIC, drop in clubs
 - ✓ By continually reviewing our practice to maintain an A B C school (Anti-Bullying Campaign)
 - ✓ Working with primary feeder school/parents to identify where there may be ‘history’ between pupils prior to them attending CLHS.
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Helplines

School 01524 32636 or email – clhs@lancasterhigh.lancs.sch.uk

KIDSCAPE 0845 1 205 204

Bullying on Line www.bullying.co.uk

Parentline Plus 0808 800 2222 01268 757077

Childline 0800 1111

Anti – bullying Alliance www.antibullyingalliance.org.uk

MindEd is a free online training tool for adults. It can be used to help school staff learn more about children and adolescents' mental health problems. It provides simple, clear guidance on mental health and includes information on identifying, understanding and supporting children who are bullied.

New Policy date	November 2007	C G Bonney
Approved by Headteacher	December 2007	J A Wright
Approved by Chair of Governors	March 2008	W S Deller
Review date	November 2008	Whole staff/C G Bonney
Updated	November 2011	C G Bonney/PPL
Updated using DFE 2012 Guidance	October 2013	C G Bonney/PPL
Reviewed USING 2014 Guidance	October 2015	C G Bonney/PPL