



Hackney New School

Preventing Bullying Policy

Our core vision is to provide students with access to the widest range of opportunities in life by fostering academic excellence and instilling self-belief, intellectual curiosity and responsibility towards others in society. The Governors and staff value the good relationships between all of the school community as fostered by the school, and expect that every allegation of bullying will be taken seriously. We consider that children should be treated as being bullied simply because they perceive that they are.

Children learn better in a challenging yet supportive atmosphere. Hackney New School expects all members of its community to support each other. This includes ensuring supporting peers by reporting bullying to a member of staff. Communication is an important tool in bringing bullying to light and therefore helping eradicate it.

Bullying is unacceptable in this school and will not be tolerated.

Hackney New School recognises that it must take note of bullying which occurs outside school which spills over into school. The school will do what is reasonably practicable to eliminate any such bullying. Hackney New School aims to promote responsibility towards others and will support students to recognise, understand and appropriately express their emotions.

We will not accept bullying of any type since it indicates a lack of appreciation of the feelings of others. Bullying will not be tolerated and will be addressed. Bullying in all forms, both physical and emotional, can cause lasting psychological damage.

We aim to create an environment where students can grow and flourish without fear. Each student has the right to feel safe in school and to be supported when s/he feels vulnerable.

We aim:

- to ensure that students learn in a supportive, caring and safe environment, without fear of being bullied;

- to demonstrate that Hackney New School takes bullying seriously and that it will not be tolerated;
- to take measures to prevent all forms of bullying in the school and during off-site activities;
- to support everyone in actions to identify and protect those who might be bullied;
- to clarify for all students and staff that bullying is always unacceptable;
- to demonstrate that the safety and happiness of students is paramount;
- to promote an environment where students feel they can trust and tell staff if they are being bullied or know about any bullying;
- to promote positive attitudes in students;
- to ensure all staff are aware of their duty of care over those in their charge and the need to be alert to signs of bullying;
- to ensure all staff are aware of procedures through regular training.

Definition of Bullying

Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.
(Preventing and Tackling Bullying, Advice for Head Teachers, Staff and Governing Bodies, DfE, Oct. 2014)

At Hackney New School we take all forms of bullying equally seriously. We understand that bullying can take place between pupils, between pupils and staff, by individuals and groups, face-to-face, indirectly or using a range of cyber bullying methods. We understand that all children have disagreements with each other and friends fall out for a time. This is not usually bullying.

Four main types of bullying can be identified:

Physical - hitting, kicking, hiding or taking belongings;

Verbal - name calling, teasing, insulting, writing or sending unkind notes or messages, including cyber-bullying;

Emotional - being intentionally unfriendly, excluding, nasty looks, spreading rumours;

Cyber - email and internet chat room misuse, mobile phone threats by text, calls, social websites.

Specific types of bullying include:

- bullying relating to race or colour, religion or belief or culture;
- bullying related to special educational needs (SEN) or disabilities;
 - bullying related to appearance or health conditions;

- bullying related to sexual orientation;
- bullying of young carers or looked-after children or otherwise related to home circumstances;
- sexist or sexual bullying;
- bullying using electronic forms of contact (cyber bullying).

Different roles within bullying have been identified:

- those relying on social power, dominating others, often with group support (ring leader);
- others joining in and therefore afraid of ring leader (associates);
- the awareness of a silent majority that bullying is taking place, but feeling unable to do anything about it (bystanders).
- those who try to stop bullying (defenders).

Signs and Symptoms

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and they should investigate if a student:

- is unwilling to go to school;
- becomes withdrawn, anxious or lacking in confidence;
- starts stammering;
- attempts or threatens self-harm;
- has nightmares;
- regularly feels ill in the morning;
- begins to underperform in school work;
- comes home with damaged clothing or books/possessions;
- has possessions go missing regularly;
- has unexplained cuts and bruises;
- loses appetite;
- is frightened to say what is worrying them;
- is frightened to walk/travel to or from school; or
- changes their usual routine with no explanation.

All staff at Hackney New School should be aware of these possibilities

The Role of Governors

The Governors will liaise with the Headteacher over all anti-bullying strategies, and be made aware of individual cases where appropriate. The Governing Body will discuss, review and endorse strategies and will discuss the Headteacher's report on the working of the policy. The Governors will liaise with the Headteacher to arrange for a regular

programme of staff development, which will include safeguarding and anti-bullying strategies. This will include training for all school staff.

The Role of Staff

Headteacher

The Headteacher has a legal duty under the School Standards and Framework Act 1998 to draw up procedures to prevent bullying amongst pupils.

The Headteacher will:

- ensure all staff have an opportunity of discussing strategies and reviewing them regularly;
- determine the strategies and procedures with members of the Senior Leadership Team;
- ensure appropriate training is available;
- ensure that the procedures are brought to the attention of all staff, volunteers, parents and students; and;
- report to the Governing Body.

Assistant Head

The SENCo is responsible for the day-to-day management of the policy and systems, ensuring that there are positive strategies and procedures in place to help both the bullied and the bullies.

The Assistant Head will keep the Headteacher informed of incidents, referring and liaising with inter-agency working groups if necessary.

She will arrange relevant student training, determining how best to involve parents in the solution of individual problems.

She will ensure proper record keeping including a method of record keeping that will highlight trends of bullying behaviour.

Heads of Departments

Heads of Departments will be responsible for ensuring that the school's positive strategies are put into practice.

Form Tutors

Form tutors will be responsible for liaising with the SENCo or Pastoral Manager over all incidents involving students in their forms. They will be involved in any agreed strategy to achieve a solution.

All Staff and Volunteers

All staff and volunteers will:

- know and follow all relevant policies and procedures;
- keep clear records of any incidents;
- be observant and keep lines of communication with students open;
- deal with incidents according to the policy;
- never let any incident of bullying pass by unreported;
- take action to reduce the risk of bullying at all times.

The Role of Staff in Dealing with Incidents

If bullying is suspected or reported, the incident will be investigated and dealt with immediately by the teacher approached.

If a racial or homophobic element to the bullying is suspected the Assistant Head or Headteacher must be informed immediately.

The teacher will record the details of the incident on the Bullying Report Form (Appendix 1) and inform the relevant senior staff. The incident is logged on Arbor, the school MIS. All the parties will be interviewed and a report made.

Staff teaching the bullied pupil and the Form Tutor will be informed.

The appropriate strategy and plan of action to combat the bullying and support the student will be decided upon.

The implementation of the strategy will be overseen by the Assistant Head.

Parents will be kept informed by the relevant staff.

Any sanctions will be determined by the Assistant Head and/or Headteacher.

In any incident of bullying, staff at Hackney New School are aware of the following principles:

It is important that students who experience bullying can be heard.

It is important to note that that people react differently to bullying and it is often very difficult to tell if someone is upset or hurt.

If students feel upset, they are encouraged to speak to their teacher, their buddy or a responsible adult at an appropriate time or send a message via the SOS email service (sos@hackneynewschool.org) which goes directly to the SENCo.

It must be emphasised to all students that they should NEVER take the law into their own hands and should remember that physical aggression is not acceptable. They should be reassured that the adult will try to sort out the problem as calmly as possible.

The most serious incidents are referred to a member of the Senior Leadership Team or Headteacher.

Parents would be requested to come and discuss matters.

The incident would be noted down and put into the student's personal file.

Students will be told always to report incidents of bullying.

These principles will always form part of the Form Time discussion, at least, at the start of every term and more frequently if deemed appropriate.

Reporting and Recording:

All incidents must be reported and recorded as outlined to ensure the SENCo, Pastoral Manager and Form Tutors can respond and support students and to enable patterns to be identified.

A bullying incident should be treated as a child protection concern where there is reasonable cause to suspect that a child is suffering or likely to suffer significant harm. The relevant agencies such as social care or the police will be informed.

The Curriculum

Anti-Bullying Education in the Curriculum:

- Hackney New School will raise the awareness of the anti-social and damaging nature of bullying through the Personal, Social, Health and Citizenship Education (PSHE) Programme, Core Programme, school assemblies and performances, the School Council, house system, form time, mentoring sessions, drama workshops and in the curriculum (such as social skills PLP and Place2Be sessions) where appropriate.
- The SENCo and Core Subject Leader are responsible for initiating and developing an anti-bullying programme as part of the PSHE Programme.
- Subject Leaders are responsible for introducing anti-bullying material into their programmes of study where appropriate.
- Changing the attitudes and behaviour of bullies will play a major part in the strategies used by the school. A key part of this is to develop the emotional literacy of all students by teaching them a wide vocabulary of words for emotions. The use of performance and debate will be used to develop confidence and self-esteem. If students are better able to express their feelings, it is believed they will be better able to resist attempts at bullying. We believe that being able to understand and express emotions increases communication and reduces conflict between students making them less inclined to misinterpret others' actions which can be a factor in bullying.
- Esafety is taught as part of the PSHE programme, during enrichments such as coding and assemblies. This information includes the vigilance around social media and off site expectations of students and staff.

Supporting Pupils

Bullied Pupils: All staff who deal with pupils who have been bullied must always offer

reassurance. Pupils who have been bullied will be given relevant support.

Bullies: It is recognised that support must also be given to the bully. Changing the attitude and behaviour of bullies will part of the positive procedures used by the school. However, the school recognised that sanctions will also have to be used against the bullies.

All the students concerned should be fully involved in the discussions leading up to the solution and should not be left feeling isolated. Honest group discussions that involve both bullied and bully, with support from friends if wished, help the students to resolve the matter themselves with support and vigilance from the staff and is often the most effective way to reach a resolution. Parents will be kept fully informed.

Helpful examples are set by staff and older students when creating an environment of good behaviour and respect.

Sanctions

Where pupils do not respond to preventative strategies to combat bullying, tougher action will be taken to deal with persistent and violent bullying. Sanctions are determined by the nature of the bullying on a case to case basis. Sanction might include:

- restorative justice;
- writing a letter of apology;
- removal from the group (in class);
- withdrawal of break and lunchtime privileges alongside isolation;
- withholding participation in any school trip or events that are not an essential part of the curriculum;
- **Fixed term and permanent exclusion from school.** An exclusion would only be considered in a case of extreme and continuing bad behaviour, bullying, sexual harassment etc. Any exclusion would be discussed and agreed by the Chair of Governors and the Headteacher. Details to be found in the school's Exclusions Policy.

Involving Parents

Parents, as well as all staff and pupils, should know that Hackney New School does not tolerate bullying, and takes a positive, active approach to educating pupils to combat it. Parents will be informed of the policy and procedures via the school website, parental portal and information evenings.

Parents of pupils who are being bullied and parents of the bullies will be involved in the solution to the problem as appropriate.

Involving Students

Students will be involved in the positive strategies through the school council, form and house groups and mentoring. Students will have an input into the anti-bullying strategy. A major part of the strategy will consist of educating students how to communicate in a positive and clear manner, and how to respond to bullying. Students must be clear on whom they should go if they are being bullied or if they are concerned for another student.

Monitoring the Effectiveness of the Anti-Bullying Strategies

The Headteacher and the Senior Leadership Team will consider reports of bullying to determine what can be learned from the incidents and how they were handled, with a view to improving the school's strategies. These reports will also enable patterns to be identified. The Headteacher will report to the Governing Body termly.

This Policy will be reviewed annually with input from pastoral staff and students, via the school council, and the review brought to the Governing Body

Lesley Falconer
Executive Headteacher
September 2016

Appendix 1

HACKNEY NEW SCHOOL
BULLYING REPORT FORM

This form may be completed online and shared with/sent to the SENCo, or a hard copy handed in to the SENCo or any member of staff

Name of person completing form (this can be the person being bullied, member of staff being reported to, a witness etc.):
Date:
Name of student(s) being bullied:
Year Group/Form Group:
How can we contact you?
Describe briefly what happened/is happening:
Where did it happen?
When did it happen?
Who was doing the bullying? If there was more than one person involved what were their roles?:
Did anyone else see it happen, if so who?

How often is the bullying taking place?
How long has it being going on?
If you are being bullied how does it make you feel? If you are reporting bullying that is happening to someone else how do you think it makes them feel?
<p>If you are being bullied are you being physically hurt? If you are reporting bullying that is happening to someone else are they being physically hurt?</p> <p>Have you told anyone else about the bullying: Please write their name next to who they are in the list below:</p> <p>Parent/carer: Brother/sister Other family member: Friend: Teacher: Doctor/Nurse: Other (please say who)</p> <p>If you haven't told anyone else, what has put you off doing so?</p>
If you are being bullied what sort of help would you like?
Do you have any worries now that you have reported this bullying?

Please email/send/ give to the SENCo or any member of staff.