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<b>Originator:</b> Apollo Rai
<b>Responsibility:</b> Deputy Principal

## **Anti-Bullying and Harassment Policy**

### **1. Introduction**

- 1.1. Written with Reference to Preventing and Tackling Bullying DfE October 2014.

Fullhurst Community College is committed to fostering an environment where staff, students and visitors are treated with respect, where staff and students are able to work and study in a supportive, caring and safe place which will allow them to flourish and achieve their potential without fear and free from intimidation, aggression and victimisation.

- 1.2. We believe that preventing and tackling bullying should have a high priority within the college, with a clear commitment by the whole college community including families, governors, students and staff.

### **2. Scope**

- 2.1. All staff have a responsibility for keeping students safe from bullying and discrimination, and supporting them in developing positive relationships with adults and their peers. In all teaching situations, staff and students should strive to create a harmonious atmosphere in which effective teaching and learning can take place. Within the personal development curriculum in particular, students will be encouraged to discuss bullying as an issue and will be made aware of their rights and responsibilities.
- 2.2. Fullhurst Community College will not tolerate any form of bullying or harassment. All incidents will be taken seriously and could provide grounds for disciplinary action that may lead to dismissal or expulsion from the college. Furthermore, individuals who bully or harass may be subject to criminal and/or civil prosecution.
- 2.3. This policy should be read in conjunction with the college's Behaviour Management, ICT and Internet Safety policy and Pastoral Support policies.

### **3. What is bullying?**

- 3.1. Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.
- 3.2. We say that a person is being bullied when one or more of the following things are being done repeatedly to him or her by another person or group of people:

- hitting, kicking, spitting or other physical assault
- verbal threats, name-calling or spreading rumours
- writing, drawing or circulating offensive material
- deliberate isolation or exclusion from a group
- hiding, spoiling or destroying personal property
- stealing or extortion
- being forced / bullied into truancy, misconduct in college, anti-social or illegal behaviour

3.3. It may be directed towards:

- gender
- ethnic origin
- physical disability
- social disability
- personality
- faith / religion
- sexual orientation
- transgender

3.4. Bullying may not be an issue only involving children/students. Bullying may occur in the form of student/adult, adult /student, adult /adult.

#### **4. Cyberbullying**

4.1. This means using Information and Communications Technology (ICT), particularly mobile phones and the internet, deliberately to upset someone else. Cyberbullying behaviour can take many forms including:

- text messaging – intimidating or threatening text
- picture or video clips – embarrassing or inappropriate images
- phone– silent calls or abusive messages
- emails – abusive or threatening messages
- online chat rooms – menacing or upsetting comments
- instant messaging – hurtful or intimidating real time messages
- websites – the creation of false or defamatory websites about an individual
- social networking – for example Bebo, Facebook, My Space
- online gaming – victimising or intimidating individuals on shared game sites

#### **5. What does Fullhurst do to prevent bullying?**

5.1. We acknowledge that all members of the college community must take responsibility for fostering a common ethos to deal with bullying in all its forms. We must be positive role models, conveying a clear understanding that unacceptable behaviour towards others will not be tolerated.

#### **6. We expect staff to:**

- provide students with a framework of positive behavior including class rules which support the whole college policy
- to promote STOP (Several Times On Purpose) and STOP (Start Telling Other People)
- behave in a respectful and caring manner to students and adults
- be a positive role model
- raise and maintain awareness of bullying issues through assemblies, tutorial work and within curriculum areas
- inform the appropriate member of staff of any concerns

## **7. The leadership team will:**

- continue to invest in a pastoral structure which helps support the well - being of students e.g. staffed lunchtime 'safe havens', individual support to victims as well as providing programmes to help the bully to reflect on and change his/her behavior
- continue to provide materials for the tutorial lessons to support teaching of issues around bullying
- continue to fund special events days around the issues of bullying
- continue to survey students' feelings of 'safety' e.g. via the Kirkland Rowell survey and act on the results
- regularly remind students that we will not tolerate bullying, whether it be inside college or off the premises
- continue to invest in a rewards structure which rewards good behavior
- provide key staff members who will manage any concerns
- offer regular relevant staff training e.g. E-safety awareness, homophobic bullying etc.

## **8. Parents / Carers**

8.1. We expect that parents/ carers will understand that we are working hard to make sure their child is safe in college:

- support us in helping us meet our aims
- feel confident that everything is being done to make sure their child is happy and safe at college
- be informed about and fully involved in any aspect of their child's behavior
- know who can be contacted if they have any concerns about bullying
- report suspected incidents of bullying

## **9. Governors**

9.1. We expect that Governors will:

- support the Principal and the staff in the implementation of this policy
- be fully informed on matters concerning anti-bullying
- regularly monitor incident reports and actions taken to be aware of the effectiveness of this policy

## **10. Students**

10.1. We expect that students will:

- support the Principal and staff in the implementation of the policy; this might involve contributing to agreed approaches designed to reduce bullying or better deal with incidents that arise
- be active in the monitoring and review of the policy through the student council
- feel confident that everything is being done to make college a safe and secure environment for achievement and learning
- feel supported in reporting incidents of bullying
- contact a trusted member of staff as soon as possible after a bullying incident takes place and clearly relate what has happened
- feel proud of who they are. It is good to be an individual
- stay calm

## **11. Witnesses to a bullying incident are expected to:**

11.1. Take action by telling an adult immediately / inform the relevant member of SLT / Pastoral Support Team if the incident involves an adult.

## **12. Staff, visitors and contractors are expected to:**

12.1. Report incidents immediately to the Principal or Deputy Principal. Visitors should report incidents to the Receptionist, and contractors to the Site Manager.

## **13. What happens when the college knows?**

13.1. We expect staff to take the matter seriously. Staff will talk to the victim and write down what is said. This member of staff will then deal with the incident or ask another adult to help for example the relevant Head of Year.

13.2. Perpetrators will be dealt with accordingly which will include:

- discussion between the member of staff and the bully to get the bully to feel concern
- verbal warning to the bully
- the bully may receive an after college detention
- parents or carers may be involved
- written warning
- creating a Pastoral Support Programme which may include anger management sessions
- the Deputy Principal and/or the Principal may be involved
- the governors and/or outside agencies may be involved
- in extremely serious cases the bully will be excluded

#### **14. As a parent/carer we expect that, you will:**

- 14.1. Report incident to the college immediately. The complaint will be taken seriously and feedback will be given within five college working days.

#### **15. Recording**

- 15.1. Incidents of bullying and harassment involving students will be recorded and given to the relevant Head of Year to record on SIMS. The contents of the file will be reviewed on a half-termly basis and appropriate action taken.
- 15.2. Incidents of bullying and harassment involving adults will be referred to the appropriate member of SLT.
- 15.3. Where the incident is racially motivated the Racial Incident Form will be completed.
- 15.4. Where the incident is homophobic the Homophobic Incident Form will be completed.

#### **16. Monitoring, evaluation and review**

- 16.1. The Principal and Governing Body have a statutory responsibility for college behaviour and discipline. The policy will be promoted and implemented throughout the college. The policy along with other college policies will be available on the college website.
- 16.2. There will also be advice to students/parents/carers on what to do if you are being bullied / know someone who is being bullied. The Senior Leadership Team will review the policy annually and assess its implementation and effectiveness.