URSULINE HIGH SCHOOL
Anti-Bullying Policy

April 2020

Amendments have been highlighted in <mark>Yellow</mark>

Statement of intent

At the Ursuline High School 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. This policy is in line with the Mission Statement which aims to " Foster an attitude of respect for all regardless of age, race, colour, creed or gender." This policy has links with the Equalities policy, Behaviour Policy, the PSHE Policy and the Social Inclusion policy.

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 the Ursuline 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 the Ursuline 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.
• Psychological: such as deliberately excluding or ignoring people.
• Physical: pushing, kicking, hitting, punching or any use of violence.
• Sexual: sexually abusive comments
• 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 also be based on:
- Religion or belief
- Culture or class
- Gender
- Sexual Orientation (homophobic or biphobic bullying)
- Gender Identity (transphobic bullying)
- SEN or disability
- Appearance or health conditions
- Related to home or personal situations
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 or social media platforms including Microsoft teams

• Around school

Bullying or abuse online

Students are reminded that when accessing learning online that if they encounter abuse or bullying online that they must contact their Head of year or advised to tell a trusted adult at home or through school then the following organisations can support www.ceop.police.uk/safety-centre/ - Child Exploitation and Online Protection Command offers advice if you are worried about online abuse or the way someone is communicating with you online.
www.anti-bullyingalliance.org.uk/tools-information – offers advice and support for young people who are being bullied

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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) 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. A 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 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 12 peer mentors. This peer counselling can assist students in resolving disputes. The peer counsellors are supported by Assistant Head Teacher –Inclusion.

• Students are helped with the development of their assertiveness skills and have their awareness of the negative effects of cyber bullying raised during PSHE and RSE curriculum and assembles and other activities help 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.

• Diana Award ambassadors have been trained and there to raise awareness and support incidents of bullying

• Bullying incidents online are monitored by our eforensice systems and weekly reports are responded to with appropriste

• Students who feel that they are being bullied or at risk of bullying will use a book to record any incidents (details of incident and names of any perpetrators and witnesses)

• For any student who reports an incident of bullying that has been substantiated, a log will be kept by the Pastoral Support assistant to monitor type of bullying, frequency, action taken and the impact of that action.

• Referral of parents/carers to the parenting courses to enable parents/carers to develop behaviour management strategies.

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 e.g. 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 Tutors
Use social perception or reports from students or teachers to identify any possible bullying .Pass on concerns to the Head of Year
Pastoral support assistants
Take statements from students. Use social perception to identify any possible bullying. Maintain anti bullying logs. Offer support to any student who reports bullying to them and refer on to Head of Year.
School Mentor
Use social perception to identify any possible bullying. Work with students at risk of bullying to develop strategies to avoid potentially difficult situations and to develop positive self-worth. Work with students who have been involved in the bullying of others to reduce their bullying behaviour and develop positive self-worth.
Head of Year
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 Assistant Head Teacher. Contact parents/carers as appropriate.
Assistant Head Teacher Inclusion
Make referrals as appropriate for students.
Collate and return data on bullying incidents to Merton.
Interview students and parents/carers as appropriate.
Make recommendations to Head Teacher.
Head Teacher
Use the evidence to make decisions about appropriate action which may include fixed term or permanent exclusion.

Other policies/guidance relating to this policy are:
The Behaviour Policy
Equality Duty Information Objectives
Human Love policy
Safeguarding & Child Protection Policy
Online Safety Policy

Appendix 1

UHS Process for dealing with alleged bullying

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Incident reported to       →    HOY/SLT begins            →    Statements taken
school by                        investigation of               from all concerned,
staff/parent/student             incident                       including witnesses
                                                                        ↓
Appropriate                ←    Decision regarding        ←    Parents informed of
sanction/support                 incident is made               investigation by
given                            once all evidence is           HOY/SLT
   ↓                             collated
Support /strategies        →    Conflict resolution       →    Incident logged and
offered to students              between students               further incidents will
                                                                be considered in
                                                                future
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