



WESTFIELD MIDDLE SCHOOL

ANTI BULLYING POLICY

DATE March 2012

Reviewed

DATE

by

ANTI BULLYING

General Introduction

Staff, Governors and Pupils at Westfield Middle School are fully committed to encouraging considerate and sensitive responses among pupils and staff. There is a caring family atmosphere which is reflected in many different levels of the school's organisation.

At the level of each class group, the form teacher takes responsibility for ensuring that each child is treated as an individual, being encouraged to fulfil his or her potential, and listened to when difficulties arise. The form teacher will use a variety of approaches to ensure that members of the class group are able to develop their potential as fully as possible.

There are times when strictness is required to ensure that school rules are obeyed. At other times, children will be counselled, given advice, or just treated slightly differently, in order to encourage good behaviour and productive learning habits. Assistance from parents, as partners in this process, will be sought from time to time, and they will always be kept informed about different actions which may be required in school.

Key Stage Co-ordinators have an overall responsibility for year groups of children. Teachers can consult with Key Stage Co-ordinators if difficulties arising at form class level are not being resolved, and different pastoral approaches may be tried. The Headteacher has the leading authority and pastoral role in the school. This role involves overseeing the work of members of staff and ensuring that there is good liaison with parents and with all outside school agencies. The Governing Body has overall responsibility for policies and for their implementation in the school.

What is bullying?

When a person is made unhappy over a period of time because he or she is hurt, teased or left out of a social group, this process may be called 'bullying'. The word is not appropriate for the general rough and tumble of school life. It is only bullying if it goes on and on.

How do staff decide that "this is bullying"?

One useful distinction will be whether the member of staff is acting in relation to 'a behaviour' or to 'a behaviour pattern'. There will be many instances of hurt and unhappiness which will require an immediate response from teachers. There will also be occasions when a sequence of behaviour suggests that involving parents or outside-school helping agencies would be the appropriate response. However, whenever a teacher, a parent or a child describes a repetitive sequence of hurtful social behaviour, staff will decide that a response is required to a 'bullying' behaviour pattern.

(see Behaviour Management Policy)

AIM

The aim of the anti-bullying policy is to ensure that pupils learn in a supportive, caring and safe environment without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated. Only when all issues of bullying are addressed will pupils be able to fully benefit from the opportunities available at schools.

FORMS OF BULLYING COVERED BY THIS POLICY

Bullying can happen to anyone. This policy covers all types of bullying including:

- Bullying related to “prejudice” against race, disability or homophobia
- Bullying related to religion or culture
- Bullying related to special educational needs
- 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

IMPLEMENTATION

The following steps may be taken when dealing with incidents:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached
- A clear account of the incident will be recorded and given to the Form Tutor
- The teacher will interview all concerned and will record the incident
- Form tutors will be kept informed and if it persists the form tutor will advise the appropriate Key Stage Coordinator staff
- Parents will be kept informed
- Punitive measures will be used as appropriate and in consultation will all parties concerned
- The incident will be recorded in the monitoring of bullying log

Pupils

- Pupils who have been bullied will be supported by:
 - offering an immediate opportunity to discuss the experience with a form tutor or member of staff of their choice
 - reassuring the pupil
 - offering continuous support
 - restoring self-esteem and confidence
- Pupils who have bullied will be helped by:
 - discussing what happened
 - discovering why the pupil became involved
 - establishing the wrong doing and need to change
 - informing parents or guardians to help change the attitude of the pupil

The following disciplinary steps can be taken:

- official warnings to cease offending
- detentions
- exclusion from certain areas of school premises
- internal exclusion in the enrichment centre
- minor fixed-term exclusion
- major fixed-term exclusion
- permanent exclusion

Within the curriculum the school will raise the awareness of the nature of bullying through inclusion in PSHE, form tutorial time, assemblies and subject areas, as appropriate, in an attempt to eradicate such behaviour.

INVOLVEMENT OF PUPILS/STUDENTS

We will:

- Regularly canvas children and young peoples views on the extent and nature of bullying
- Ensure students know how to express worries and anxieties about bullying
- Ensure all students are aware of the range of sanctions which may be applied against those engaging in bullying
- Involve students in anti bullying campaigns in school
- Publicise the details of help lines and websites
- Offer support to students who have been bullied
- Work with students who have been bullying in order to address the problems they have

LIAISON WITH PARENTS AND CARERS

We will:

- Ensure that parents/carers know whom to contact if they are worried about bullying
- Ensure parents know about complaints procedure and how to use if effectively
- Ensure parents/carers know where to access independent advice about bullying
- Work with parents and the local community to address issues beyond the school gates that give rise to bullying

MONITORING, EVALUATION AND REVIEW

The school will review this policy annually and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the school.

RECORDING AND REPORTING OF INCIDENTS

All bullying incidents should be reported and recorded.

Pupils should feel safe and comfortable enough to be willing to report them and know how to do so.

Incidents should be recorded on a system that will facilitate analysis and the data should be monitored, analysed and evaluated for trends.

The data for bullying incidents along with “prejudice related (race, disability, homophobic) incidents should be sent to Bedford Borough each half term, either automatically through the SIMS computer system or returned via the Bedford Borough spreadsheet.

IT IS THE RESPONSIBILITY OF:

- School Governors to take a lead role in monitoring and reviewing this policy
- Governors, the head teacher, senior managers, teaching and non-teaching staff to be aware of this policy and implement it accordingly
- The Headteacher to implement the policy to the school community
- Pupils to abide by the policy

The named contact for this policy is: _____

Department for Education: Preventing and Tackling Bullying Advice for School Leaders, Staff and Governing Bodies 2011

<http://www.education.gov.uk/search/results?q=anti+bullying>

Anti bullying alliance guidance, support and resources

<http://www.anti-bullyingalliance.org.uk>