



# **Lincoln Christ's Hospital School**

## **Anti-Bullying Policy**

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**Review Date: February 2017**

## **Statement of intent**

At *Lincoln Christ's Hospital School* we aim to provide a safe, caring and friendly environment for all our students to allow them opportunities to learn effectively, improve life chances and help them maximise their potential.

We will strive to ensure children and young people feel safe, including understanding the issues relating to safety, such as bullying and that they feel confident to seek support should they feel unsafe.

## **Aims**

The purpose of this policy is to encourage a co-ordinated approach amongst students, staff, parents and Governors on the subject of bullying in order to reduce the incidence of bullying in the school, and to identify procedures that are helpful to all those concerned when dealing with it.

The 2006 Education Act places a duty of care on schools to promote the safety and wellbeing of all students and foster good relations. We take this very seriously and we will act vigorously to support students. We recognise that certain students may be the target of bullying for a whole host of reasons these may include: not conforming to gender stereotypes, personal characteristics, their family circumstances, ability/disability, ethnicity, nationality or students identifying themselves as alternative to others, or who are themselves perceived as adopting an alternative lifestyle.

## **Objectives**

### **Preventing bullying**

We understand that most effective way of preventing bullying is to create effective environments in which:

- the contribution of all children and young people are valued
- all children and young people can feel secure and are able to contribute appropriately
- stereotypical views are always challenged, and children and young people learn to appreciate and view positively differences in others whether arising from race, culture, gender, sexuality, ability or disability
- children and young people learn to take responsibility for their actions and behaviours both in school and in the wider community
- all forms of bullying and harassment are challenged
- children and young people are supported to develop their social and emotional skills

## **What is Bullying?**

The Lincolnshire Children's Services Anti Bullying Strategy defines bullying as:

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

Bullying can take place between individuals or groups; face to face, indirectly or using a range of cyber bullying methods, the recognised categories are:

Category	Description
DIRECT PHYSICAL BULLYING	Hitting, kicking, pushing, taking or hiding/damaging belongings including money
DIRECT VERBAL BULLYING	Name calling, teasing, insulting, using verbal threats
INDIRECT BULLYING	Looks, social exclusion, spreading rumours, gossiping, and graffiti

Cyber bullying is a more recent problem that has come about through the increased use of mobile phones and the Internet. It can be an extension of face to face bullying, with technology providing the person who bullies with another route to harass their target. However it differs in several significant ways from other kinds of bullying: the invasion of home and personal space; the difficulty in controlling electronically circulated messages; the size of the audience; and the perceived anonymity. It may also involve the misuse of associated technology such as cameras and video facilities.

CYBER BULLYING can be defined as:

*The use of Information and Communication Technology (ICT), particularly mobile phones and the Internet, deliberately to upset someone*

We recognise that from time to time students, often friends, will disagree with each other and may 'fall-out'. We accept that this may not be pleasant and we will work with students to help them resolve these issues. However, we will not treat these fall outs as bullying issues unless they are 'systematic, targeted, deliberate and on-going situations'

### **The signs that a student is being bullied.**

Part of the power involved in bullying is that it is done in secret often involving a situation in which adults do not actually see the bullying taking place. There are a number of signs, which may indicate unusual or disturbed behaviour.

Some of the following characteristics may apply to students.

- They may be frightened of walking to and from school.
- They may be unwilling to come to school and have frequent absences
- They may alter their route to school every day
- There may be a gradual or sudden decline in their schoolwork
- Clothes or belongings may be torn or missing
- They may be hungry because food or lunch money has been taken or given away
- They may become withdrawn
- They may start acting out or hitting other children
- They may begin bed-wetting
- They may often be tearful
- They may have nightmares
- They may be injured
- They may lose their pocket money
- They may refuse to say what is wrong

- They may develop ‘phantom illness’

Clearly, one or any of these characteristics may be caused by other situations; care must therefore be taken not to draw incorrect conclusions. However, all members of the school community must be alert to the signs of bullying and act promptly and firmly against it in accordance with this policy.

## Reporting

Clear and well publicised systems for reporting bullying are in place for all, this includes those who are the target of bullying or who have witnessed bullying behaviour (bystanders).

- **Children and young people** (whether victim or bystander) should report their concerns to a member of staff. This might be their tutor, Year Office, a teacher, or any member of staff. They can report their concerns by speaking with a member of staff or by putting a note in one of the Respect Boxes in school (library, student reception).
- **Parents / carers** should report any concerns to a member of staff. This can be done by telephone (01522 881144), email (education@lchs.eu) or making an appointment to speak in person. The usual first point of contact would be the Year Office of the student involved but parents/carers can speak with any member of staff about their concerns.
- All **staff** report concerns to the relevant Year Office. While the report may initially be made in speech, a written account must be given too.
- All **visitors** are given ‘Visitor Information and Safety Advice’ which advises them to report any concerns to the designated safeguarding officer and informs them of how to do this.

## Responding

The following steps may be taken when dealing with incidents (example):

- If bullying is suspected or reported, the incident should be dealt with immediately where appropriate by the member of staff who has been approached
- A clear account of the incident must be recorded
- Tutors/group leaders will be kept informed
- Parents will be kept informed
- Punitive measures will be used as appropriate and in consultation with all parties concerned
- The Police will be notified if appropriate

Children and young people who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with an adult of their choice who listens and takes the situation seriously
- Reassuring the child / young person
- Offering continuous tailored support as appropriate
- Restoring self-esteem and confidence.

Children and young people who have displayed bullying behaviour will be helped by:

- Discussing what happened
- Discovering why they became involved
- Establishing the wrong doing and their need to change and identify available support

- Informing and supporting parents or carers to help change the child or young person's attitude
- Maintaining ongoing communication with parents or carers

When all other responses have been exhausted the following disciplinary steps can be taken:

- Official warnings to cease offending
- Withdrawal of privileges
- Detention
- Exclusion from certain areas of premises
- Internal exclusion – use of isolation
- Major fixed-term exclusion
- Permanent exclusion
- Police involvement

**Review.**

The policy will be reviewed on an annual basis.

**Attached Schedules:**

1. Guidelines for Staff
2. Guidelines for Parents
3. Guidelines for Student

**LINCOLN CHRIST'S HOSPITAL SCHOOL**

**ANTI-BULLYING POLICY**

**Guidelines for Staff**

**If you see a student being bullied**

- Intervene assertively to stop the incident by removing the student(s) concerned
- Do not react aggressively
- Try to find out the nature of the problem; if time does not allow this, report the incident to the member of staff on call
- When time does allow, follow the matter up with the student's Head of Year

**Responsibility of Head of Year/PLA/LG**

- Interview the student(s) concerned
- Determine the extent of the problem
- Contact the parent(s) of the student concerned to ascertain if they have spotted any change in behaviour etc
- Make a written record of the incident
- Ensure support for the student who is being bullied; this should include help with strategies to deal with bullying situations; assurance of access to staff support
- Take the necessary action to deal with the 'bully' in accordance with the school discipline policy.

(In instances where the Form Tutor or LG member are dealing with the issue, the Head of Year **must** be informed).

**Responsibilities of Leadership Group**

- To act as other staff in the prevention of bullying
- Respond to necessary measure which may prevent the incidence of bullying in school
- Give support to Pastoral Teams in dealing with issues which have not improved despite intervention
- Issue should be placed on Pastoral Board Agenda at least annually in order to monitor progress of policy and its effectiveness.

LINCOLN CHRIST'S HOSPITAL SCHOOL

ANTI-BULLYING POLICY

Guidelines for Students

**If you are being bullied**

- Tell someone (a friend, a parent, a teacher)
- Expect that you will be listened to and taken seriously
- Do not assume that telling a teacher will make things worse
- The teacher will talk to you and try to find out what is happening
- The teacher will discuss with you what action to take which may involve contacting your parents
- We will give you support and will keep in contact with you to see how you are progressing
- We may eventually want to resolve the problem by you being able to tell the bully what you are feeling about the situation and trying to get them to understand what it feels like. This will not happen until you are ready.

**If you are bullying someone**

- People who bully are usually people who have problems ... you will need help
- If someone claims that you are bullying them, expect us to investigate
- Expect us to take action - that is likely to involve informing your parents. This action might be to exclude you from school. It might also involve the school contacting other groups outside the school if an illegal activity has taken place.
- We will also expect you to hear from the person you are bullying exactly what damage you are causing them

**If you see someone being bullied**

- Do not stand by and watch; this allows bullying to go on and none of us want that; **you must tell someone**

**From time to time**

- We will ask you to complete questionnaires for us on the subject of bullying. Please complete them honestly. They will help us to find out if the things we are doing are working.
- Expect us to talk about the bullying issue in assemblies and in some lessons.

**LINCOLN CHRIST'S HOSPITAL SCHOOL**

**ANTI-BULLYING POLICY**

**Guidelines for Parents**

**If you suspect your child is being bullied**

- Talk to your child and try to find out what is happening.
- Make contact with your child's Head of Year to report the incident(s) and to discuss what is happening, without information we cannot deal with the problem. If the bullying is by an electronic method i.e. by phone or on the internet try to save the evidence.
- Give time for the Head of Year or his/her representative to investigate the situation.
- Expect us to call you back to discuss possible courses of action.

**If we suspect that your child is being bullied we will**

- Talk to your child first to try to ascertain the existence of a problem
- Talk to any other students we believe are involved
- Act in accordance with the school's discipline policy
- Make contact with you, the parent(s), to discuss the situation

**If we have information which leads us to suspect that your child is bullying another student, or if s/he is involved in group bullying**

- We will contact you to discuss the situation having first contacted the parent of the student being bullied.

**If your child is being bullied we will undertake to**

- Listen and treat the matter with the seriousness it deserves
- Investigate what is happening
- Report back to you concerning action taken or prior to taking any action in accordance with the school's discipline code
- Provide support for your child with a view to resolving the problem
- Contact the parent(s) of those involved

As a school we will carry out the above in good faith. Situations concerning bullying are often complex and difficult to 'pin down', occasionally we receive information which is partially but not wholly true, but we feel that it is right to investigate and take matters seriously. We want students to be happy in school and to pursue their studies.



