



# **Lincoln Christ's Hospital School**

## **Anti-Bullying Policy**

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## **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; understand the issues relating to safety, such as bullying; and feel confident to seek support should they feel unsafe.

## **Aims**

The purpose of this policy is to encourage a co-ordinated approach between students, staff, parents/carers and Governors in order to reduce bullying incidents both in the school and to and from school. We can then identify procedures that are helpful to all those involved. We take all incidents of bullying seriously and it is our duty as a whole school community to take measures to prevent and tackle bullying, harassment or discrimination.

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; protected and other personal characteristics; family circumstances; ability/disability; sexuality; ethnicity; nationality; and students identifying themselves as alternative to others or who are 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;
- the curriculum is inclusive.

### **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 is therefore deliberately hurtful, repeated often over a period of time.*

Bullying can take place between individuals or groups, face-to-face, indirectly possibly but not exclusively using a range of cyber bullying methods, the recognised categories are:

- Physical - hitting, kicking, pushing, taking or hiding/damaging belongings including money;
- Verbal - name calling, teasing, insulting, using verbal threats;
- Indirect - looks, social suspension, spreading rumours, gossiping, and graffiti;
- Cyber bullying - it can be an extension of face-to-face bullying, with technology providing the person who bullies with another means to harass their target. This could be through the use of email, text, chat rooms, social network, social messaging, or on-line gaming;
- Coercion – forcing somebody to do something they do not want to do.

We recognise that occasionally 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*'.

Bullying can be based on any of the following things:

- Race (racist bullying)\*;
- Religion or belief;
- Culture or class;
- Gender (sexist bullying);
- Sexual orientation (homophobic or biphobic bullying)\*;
- Sexualised bullying (child on child);
- Gender identity (transphobic bullying)\*;
- Special educational needs and disability (SEND);
- Appearance or health conditions;
- Academic mind-set;
- Related to home or other personal situation;
- Related to another vulnerable group of people e.g. Free School Meals, Child in Care, Young Carers.

#### **Racism\***

The school follows the Lincolnshire County Council guidance document on 'Dealing with and reporting racist incidents in school'.

The school supports the Lincolnshire Local Authority and police definition of racism, 'Any incident

which is perceived to be racist by the victim or any other person in school'. Racist behaviour can take many forms including:

- Physical assault;
- Physical intimidation;
- Sexual harassment;
- Sexual violence;
- Verbal abuse;
- Insensitive/inappropriate remarks/comments/jokes;
- Racist graffiti;
- Written comments and drawings;
- Abuse of or damage to personal property;
- Disrespect.

### **Sexual orientation (homophobic or biphobic bullying)**

**Homophobic bullying** is bullying that is based on prejudice or negative attitudes, beliefs or views about lesbian, gay or bisexual people. Homophobic bullying may be targeted at pupils who are, or who are perceived to be, lesbian, gay or bisexual. It can also suggest that someone or something is less worthy because they are lesbian, gay or bisexual. Homophobic bullying is also often targeted at pupils who have lesbian, gay or bi family members or pupils who do not conform to gender stereotypes or are seen to be 'different' in some way.

**Biphobic bullying** is bullying based on prejudice or negative attitudes, beliefs or views specifically about bisexual people. Biphobic bullying may be targeted at pupils who are openly bisexual, those who are questioning their sexual orientation, or pupils who are suspected of being bisexual. Biphobic bullying may target pupils with negative stereotyping (for example, suggesting that they are greedy) or assume that being bisexual is a phase.

**Gender identity (transphobic bullying)** is bullying based on prejudice or negative attitudes, views or beliefs about trans people. Transphobic bullying affects children and young people who are trans but can also affect those questioning their gender identity as well as pupils who are not trans but do not conform to gender stereotypes.

### **Derogatory language**

Derogatory or offensive language is not acceptable and will not be tolerated. This type of language can take any of the forms of bullying listed in our definition of bullying.

### **Sexist language**

There are often similarities between homophobic, biphobic and transphobic bullying and sexist

language, bullying or attitudes. Sometimes a language or bullying incident may fit into more than one category.

### **Sexual harassment**

Such as sexual comments, remarks, jokes and online sexual harassment, which may be stand-alone or part of a broader pattern of abuse;

### **Sexualised bullying (child on child)**

This could be abuse in an intimate relationship, sexual violence, upskirting, sexting or initiation/hazing.

### **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;
- 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 often be tearful;
- They may have nightmares;
- They may develop a 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 them in accordance with this policy.

### **Reporting**

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

### **Children and young people reporting bullying (whether victim or bystander):**

They 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 and/or the wellbeing team or by putting a note in one of the Wellbeing Boxes in school (library, student reception).

### **Parents/carers reporting bullying:**

- should report any concerns to a member of staff. This can be done by telephone (01522 881144), email (education@lchs.uk) 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;
- should, where electronic evidence is available, always save the evidence in order to aid staff in dealing with issues of bullying;
- Prevent retaliation by their child.

### **Staff reporting bullying:**

- All staff report concerns to the relevant Year Office. While the report may initially be verbal, a written account must be recorded on **CPOMS**;
- Where there exists “reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm,” the information should be passed directly to the Senior Designated Safeguarding Lead or Deputy Safeguarding Lead.

### **Visitors reporting bullying:**

- All visitors are given ‘Visitor Information and Safety Advice’ which advises them to report any concerns to the Designated Safeguarding Lead and how to do so.

### **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/Progress Leaders/Pastoral Managers will be kept informed;
- Parents/carers will be kept informed;
- Punitive measures will be used as appropriate and in consultation with all parties concerned;
- The police may be notified in consultation with parents/carers involved.

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;
- Discussing strategies for dealing with any further incident.

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

- Discussing what happened;
- Discovering why they became involved;
- Establishing the antecedents of the wrong doing and their need to change and identify available support;
- Informing and supporting parents/carers to help change the child or young person’s attitude;
- Maintaining ongoing communication with parents/carers;
- Attendance at anti-bullying workshops;
- Resolution meetings between all parties, which may involve PCSO;
- Perpetrator to complete re-tracking with Progress Leader.

When all other responses have been exhausted the following disciplinary steps can be taken in line with the school’s Conduct for Learning Policy:

- Official warnings to cease offending;
- Removal from the group;
- Withdrawal of privileges;
- Detention;
- Suspension from certain areas of premises;
- Restorative Approach;
- Internal suspension;

- Resolution involving the PCSO;
- Major fixed-term suspension;
- Permanent suspension;
- Police involvement.

### **Bullying away from the school site**

Students, parents/carers and staff should be made aware that the Headteacher and Senior Leadership Team will act upon bullying conducted outside of school bounds. This bullying will be dealt with as per this policy. It may include:

- Increased education for students in awareness and dealing with bullying issues outside of the school;
- Liaison with other schools;
- Liaison with the transport company about bullying on buses and taxis;
- Liaison with the police and community support where actions could be criminal or threatening.

### **Reporting concerns with procedure**

There may be times when parents/carers feel that an incident of bullying has not been dealt with effectively. If this should occur, the following should happen:

- Parents/carers should bring it to the attention of the Progress Leader;
- The Progress Leader will try to resolve these concerns informally;
- If this is not resolved, they should contact the Assistant Headteacher for Pastoral Care and Guidance or the Headteacher;
- Parents/carers may raise concerns more formally through the school's complaints procedure.

### **Review**

The policy will be reviewed on an annual basis.

### **Attached schedules:**

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

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 Progress Leader and Pastoral Manager.
- Record the incident on Classcharts/CPOMS

**Responsibility of Progress Leader/Pastoral Manager/SLT**

- Interview the student(s) concerned;
- Determine the extent of the problem;
- Contact the parent(s)/carer(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 and 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 SLT member are dealing with the issue, the Progress Leader and Pastoral Manager **must** be informed).

**Responsibilities of Senior Leadership Team**

- To act as other staff in the prevention of bullying;
- Respond with an appropriate measure with the aim of minimising the incidents of bullying in school;
- Give support to Pastoral Teams in dealing with issues which have not improved despite intervention;
- Ensure that the issue is placed on Governors' 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/carer, 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 parent(s)/carer(s);
- 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 parent(s)/carer(s). 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 exactly what damage you are causing from the person you are bullying.

##### **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/Carers**

**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 Progress Leader/Pastoral Manager 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 Progress Leader/Pastoral Manager 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 parents/carers, 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/carer 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 parents/carers 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 free from bullying concerns.