



# BISHOP CHALLONER CATHOLIC COLLEGE

## ANTI-BULLY POLICY & PROCEDURES

### INTRODUCTION

Bishop Challoner Catholic College is dedicated to promoting a distinctive Christian ethos by upholding the teachings of the Catholic Church. We are committed to developing the full potential of every individual, regardless of culture, race, religion, disability, or special need by creating a safe, orderly environment where all members of the community work diligently in a spirit of co-operation and treat each other with courtesy and respect at all times.

**Our primary role is to educate children and we uphold the principle outlined in the Bishop's Conference of England and Wales (2000) that:**

- "Education is holy ... the process of teaching and learning is a holy act"
- Bullying is: 'Behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group, either physically or emotionally.'
- Cyber-bullying is: 'The rapid development of, and widespread access to, technology has provided a new medium for 'virtual' bullying, which can occur in or outside school. Cyber-bullying is a different form of bullying and can happen at all times of the day, with a potentially bigger audience, and more accessories as people forward on content at a click'. (Department for Education, July 2013)

All our students have the right to learn in a relaxed and secure atmosphere and staff have a right to go about their professional duties without intimidation or undue pressure.

Bullying, harassment and discrimination of any kind is unacceptable at our school. Anyone who knows that bullying is happening is expected to share this information so that positive action can be taken. Not telling protects the bullies and gives the message that they can continue bullying.

Bullying will be dealt with seriously.

Bullying can be:

- **Verbal** spreading rumours, name-calling, 'put-downs', humiliation, abusive and menacing messages
- **Physical** any form of physical intimidation or assault including, pushing, kicking, hitting, extortion, or theft of property
- **Emotional** being unfriendly, excluding, tormenting (eg hiding books), making threatening gestures
- **Sexual** unwanted physical contact, sexually abusive or explicit comments
- **Homophobic** verbal or physical abuse focussing on the issue of a person's sexuality
- **Racist** verbal or physical abuse focussing on the issue of a person's colour, ethnic heritage, culture, nationality, or religious identity
- **Cyber** any form of abuse or intimidation made by means of technology (eg mobile phone messages, video clips, MSN messaging, text-messaging, internet abuse)

## **SIGNS AND SYMPTOMS OF BULLYING**

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and should investigate if a child:

- is frightened of walking to or from school
- doesn't want to go on the bus
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in school work
- comes home with clothes torn or books damaged
- has possessions which are damaged or "go missing"
- asks for money or starts stealing money (to pay bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home starving (lunch/money has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous and jumpy when a cyber message is received

These signs and behaviours could indicate other problems but bullying should be considered a possibility and should be investigated.

## **OBJECTIVES OF THIS POLICY**

All governors, staff, students and parents/carers should share a clear understanding of what constitutes 'bullying'.

- All governors, staff, students and parents/carers should be fully aware of the school's anti-bullying policies and procedures.
- All staff, students and parents/carers should follow the school's anti-bullying procedures closely and consistently when bullying is reported.
- All students and parents/carers should have confidence in the school's anti-bullying policy and procedures.

## **PROCEDURES**

Students should feel able to go to any member of staff in order to report a bullying incident and should feel confident that the member of staff will deal with the issue as a priority by investigating the incident him/herself, or by informing a more appropriate member of staff, depending on the circumstances.

- When a student goes to a member of staff to report a bullying incident, that member of staff should not make any assumptions about the incident being reported to them: he/she should listen carefully and take note of the precise details involved and of the specific behaviour causing distress. Students should be encouraged to give a written account of events and the member of staff should attempt to corroborate this by seeking appropriate witnesses.
- Information gathered by any member of staff should be recorded on SIMs and passed as soon as possible to the Head of Year (HOY).

- If necessary, a member of the senior management team should take responsibility for ensuring that the student(s) concerned are safe and are able to go home safely.
- When a parent/carer contacts the school to report a bullying incident, they will be given a timescale (usually 24 hours) indicating when a named member of staff will get back to them to discuss the incident and a note should be made of the time the call was received.
- HOY should contact home to inform parents/carers of the relevant events and of the steps being taken to investigate them and to follow up. Follow-up should include further contact after an agreed period of time with the parents/carers of both the target and the perpetrator in a bullying incident to check that the bullying has not resumed.
- Sanctions for bullying (which can include loss of free time, formal written warning, reparation, after school detention, behavioural contracts, isolation and in extreme cases exclusion) will remain at the discretion of the Head of Year/Senior Management Team, bearing in mind that the primary need is to prevent further bullying as well as to send clear signals to the community that bullying will not be tolerated. All factors will be considered including the nature of the incident and any previous involvement in similar offensive acts.
- Further emotional support may be offered to any student involved in a bullying incident (target, perpetrator, bystander) should it be felt necessary or useful.
- The school's curriculum will include work about bullying and anti-social behaviour, including teaching pupils how to manage personal relationships assertively and constructively.
- The effectiveness of the anti-bullying policy and procedures will be reviewed and evaluated by the governors every 2 years and reported in the school's SEF. This review and evaluation will incorporate a survey of student's opinions regarding the effectiveness of the policy and procedures.

## **OUTCOMES**

The best outcomes are ones where the target feels supported and empowered and able to continue with their life feeling safe and happy. Bullies should be encouraged to recognise the effect their actions have had, accept responsibility for their actions and be able to have the support they need to ensure they do not bully again. Student witnesses should refrain from being bystanders and report what they witness.

- The bully (bullies) will always be asked to genuinely apologise, providing the target is happy with this and feels supported throughout the process.
- Other more serious consequences may take place, and will always take place if this is not the first offence.
- In serious cases, fixed term or even permanent exclusion will be considered.
- If possible, the pupils will be reconciled through mediation carried out in a thoughtful and supportive, non-threatening way.
- After the incident / incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.
- Parents and students will be informed of any outcome where there has been serious or prolonged bullying.  
Bullies and targets will be given the opportunity for on-going support to improve their behaviour/feel more secure.

## **PREVENTION**

The school works hard to ensure all students know that bullying will not be tolerated, through our mission statement, assemblies, personal tutor, form time, Citizenship lessons and Character Week.

Posters are clearly on display around the school making the zero tolerance message clear.

The school promotes anti-bullying messages through assemblies, Personal Tutor time, Citizenship lessons and form time.

## **SUPPORT & ADVICE**

Further support and advice can be found on the Parent Page section of the school website.

Childline 0800 11111

Bullying Online [www.bullying.co.uk](http://www.bullying.co.uk)

Kidscape Online [www.kidscape.org.uk](http://www.kidscape.org.uk)

KIDSCAPE Parents Helpline (Mon-Fri, 10-4) 0845 1 205 204

Parentline Plus 0808 800 2222

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**Awaiting ratification**

**Next review - February 2020**