



North Wootton Academy
 Priory Lane
 North Wootton
 Kings Lynn
 Norfolk
 PE30 3PT

Name of policy:	Anti – Bullying Policy
Lead member of staff with responsibility for this policy:	Michele Hammond, Craig Blackmur
Date of governors meeting when policy agreed:	To be agreed at June 21 Meeting
Type of governors meeting:	Academy Council
Date of implementation:	April 2021
Details of dissemination:	The policy is available for all staff, visitors, pupils and parents.
Linked Policies:	Behaviour, Anti-Racism, Equality and Diversity, Online Safety, PSHE & RSE, SEN, Whistle-blowing and Safeguarding.
Frequency for review:	Annually

Bullying is a continual, repetitive, wilful, persistent action taken by one or more persons with the deliberate intention of hurting another person or persons either physically or emotionally.

Aims and Objectives

Bullying is wrong and damages individual children (and staff), potentially for a life time. It is therefore our aim to ensure we develop a school ethos in which bullying is regarded as unacceptable, and one in which it is everybody's responsibility to prevent it. It is school priority that all forms of bullying whether this be towards pupils or school staff are addressed and prevented immediately. North Wootton must be a safe and secure environment where all can learn without anxiety or fear.

This policy aims to produce a consistent school response to any bullying incidents that may occur. We aim to make all those connected with the school aware of our opposition to bullying, and we make clear each person's responsibilities with regard to the eradication of bullying in our school.

What is Bullying?

Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.

Bullying can take many forms (for instance, peer on peer, cyber-bullying via text messages or the internet), and is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender, sexual orientation, or because a child is adopted or has caring responsibilities. It might be motivated by actual differences between children, or perceived differences. Stopping violence and ensuring immediate physical safety is obviously a school's first priority but emotional bullying can be more damaging than physical; we will make our own judgement about each specific case.

The school understands that it has a particular role in supporting all protected and vulnerable groups including race, SEN & disabilities, LGBT, gender and LAC.

Prevention

The school is fully aware that the education of our pupils is the greatest preventative measure to issues of bullying within the school. At North Wootton Academy, this is approached in many different ways.

At the centre of the anti-bullying approach is the message that we are required to: **Stand up and Speak Out!** The school has established an overarching set of values that collectively promote the concept of T.E.A.M.W.O.R.K in which all pupils are asked to help contribute towards making the school a successful environment for all. The school would view the responsibility to **Stand up and Speak Out** as a key element of this and this message is focus throughout the school year, linked to what to do when confronted with concerns around bullying.

However, equipping pupils to deal with bullying still represents a failure in the school's approach as the act may have already occurred and the damage may have occurred. Therefore, returning once again to the school values of T.E.A.M.W.O.R.K., our entire school mission is orientated towards promoting opportunities for all of our pupils to collaborate in a positive setting. Throughout our curriculum and extra-curricular provision, we create opportunities for all pupils to interact with as wide a range of peers as possible deliberately trying to group pupils in ways that will develop the social cohesion of our pupils. It is a genuine belief that the promotion of belonging to a 'TEAM', be it in sports, drama, choir, volunteering or even in a small group task, is the greatest way in which we can help all of our pupils to 'belong' and provide the social security needed to stop the imbalance of power between too pupils that is often the cause of feeling of bullying and persecution.

The school is aware that even within a group, the ability to Stand Up, Speak Out still relies on a degree of self-confidence. Therefore, the school brings into school self-defence teachers on a termly basis to enable all pupils to actively practise being assertive and learn basics techniques that may give them more confidence in such a setting.

Raising awareness across the school

Umbrellaed within the concept of T.E.A.M.W.O.R.K are the values of Open-mindedness, Respect and Kindness which linked directly within our approach to this area. Schools are places where children and young people learn, develop and grow, but they are not isolated from the stereotypes and prejudices that exist in the wider world. A key element of the development which children and young people undergo at school is to enable them to learn tolerance and respect for others and how to take a stand against actions which are wrong. Therefore a large section of our curriculum directly links to developing these such as:

- Open-mindedness Day – where we encourage all to dress without fear of comment
- Heritage Day – where the school looks to celebrate the many backgrounds that constitute our school community
- Debating sessions – where the ability to respectfully debate contentious issue is a key focus of the curriculum
- A golden thread of PHSE topics that promote tolerance and understanding
- An extensive Relationship and Sex Education curriculum with a focus on positive relationships

These aspects of the pastoral curriculum are integrated into the pupil's daily learning and therefore, rather than being a focus of anti-bullying as such, speaks more to the creation a school culture in which bullying is less likely to occur.

Safeguarding

Extending beyond the school day, our approach looks to ensure the safety of our pupils in general and therefore, supports the aims of Keeping Children Safe in Education and the Education and Inspections Act 2006. We understand our clear responsibility to respond to bullying, in particular Section 89 of the Education and Inspections Act 2006; the Equality Act 2010 and the Equality Duty 2011; and the Children Act 1989.

Identification

Despite our best efforts, it is clear that on occasion, pupils will act negatively towards one another and therefore, the school must also always be actively looking for when repeated incidents of negativity may link together and develop into bullying.

Therefore it is also key to ensure that the school is actively listening. We believe that our pupils know that we care about them and will listen to the concerns that they have. In addition, the Principal actively encourages parents to make contact with the school whenever there are concerns. School staff endeavour to answer all emailed/phoned-in concerns within 24 hours of receiving these.

The school accepts however, that for some children shyness may be a barrier in speaking with an adult and therefore, every one has an 'emotion peg' with which to peg an adult if they are scared or need to talk about such an issue. In addition, the Principal has a suggestion box outside of his office which is checked weekly and in most cases, pupils can ask for help via letter.

Accepting that even these systems may still miss cases, the school complete a bi-annual bullying survey, directly checking that all pupils know what bullying is, what they can do if they are aware of it and most importantly, have they experience this. A follow-up is then completed by the Deputy Principal with

every pupil of concern, asking them directly if there is a problem with which they need help. In addition, the Deputy Principal monitors all reported behaviours looking for trends to follow-up on.

Online Bullying

The school does not see a distinction between bullying that takes place within the school day or that which takes place outside of school. Therefore, we aim to deal with any reports of online bullying or those taking place externally, in the same manner in which we would address those in school, if they involve our pupils.

In regard to online bullying, we would simply ask for parents to email us or allow the school staff to view any comments that have been made.

Establishing the Extent of Bullying

Once staff are clear that there has been harm or upset cause, school staff will speak with all pupils involved to try to ascertain the level to which this is a behaviour issue or one that needs to be more formally investigated as a case of bullying. It is believed that cases could be defined as bullying are rare within North Wootton Academy, but any report will still be linked to valid concerns about negative behaviours that need to be fully addressed. The following stepped approach will therefore be followed:

If a member of staff is made aware that a child is either being bullied or bullying then the following action will be taken:

1. The member of staff will inform the class teacher.
2. The class teacher will listen to the child and discuss the child's concerns.
3. If the class teacher feels that the behaviour and concerns suggest bullying, then the teacher will pass on his/her concerns to the Assistant Principal/Principal. The Assistant Principal will also routinely monitor the behaviour tracking log and whole school pupil voice surveys. The Assistant Principal will use this to identify potential victims of bullying and speak with each.
4. Any pupils of concern will be pass on to the Principal who will make a decision as to whether a full investigation into bullying is required. At this points, parents will contacted to discuss whether they agree with this course of action. If all agree, a formal investigation will begin.
5. In some circumstances a parent will contact the school to report a case of bullying. In this case steps 3 and 4 will be taken and reported back to the parents. At this point, parents are asked if they are satisfied with the school's actions or whether would like to make a formal complaint of bullying. With the latter, a formal investigation will also begin.

Formal Investigation of Bullying

6. The Principal will speak to the person who is carrying out the alleged bullying. They will also speak with as many peers as possible to gather a full understanding of the situation; this will include the alleged victim. All parents will be notified at this time their child has been spoken to about a bullying issue.
7. All conversations will be recorded within the Principal's Bullying log which is reported upon in the Termly Principal's Report presented to the Local Governing Body.
8. Considering the balance of evidence gather, the principal will make The Principal will contact all parents concerned and arrange a separate meeting to discuss the matter. The parents will asked the parents of the victim whether they are that the matter has been dealt with appropriately or

whether they would like further action. If parents are confident with the actions taken, a letter will be sent to all parents of those involved explaining this in full.

9. The Principal will offer both the victim and the perpetrator of bullying any additional support that may be necessary.
10. The situation will be monitored to ensure the bullying has stopped with ongoing follow-up by the principal for both victim and bully. Information regarding the issue will be passed to class teachers as the children move one through the school to no further issue occur.
11. In the event that parents are not satisfied with the actions taken, they will be directed to the Trust complaints policy.

Responding to bullying

We apply disciplinary measures in line with our Behaviour Policy to pupils who bully in order to show clearly that their behaviour is wrong. Disciplinary measures must be applied fairly, consistently, and reasonably taking account of any special educational needs or disabilities that the pupils may have and taking into account the needs of vulnerable pupils. It is also important to consider the motivations behind bullying behaviour and whether it reveals any concerns for the safety of the perpetrator. Where this is the case the child engaging in bullying may need support themselves.

Restorative Practice

As a school we feel it is paramount that we understand why incidents of bullying should occur in the first place. In trying to change bullying behaviour, we need to take into account the needs of the individuals involved. While consequences may be appropriate at times, we believe that the most effective approaches are those that work on repairing and restoring relationships and therefore restorative practices are used when discussing the situation with the pupils.

After an incident, there will be on-going monitoring of the well-being of the bullied pupil and the behaviour and welfare of the bully.

If the child who carries out the bullying continues, then the Principal will do the following:

1. Time out at break times and lunchtimes
2. Alternative roles given during lunch such as supporting the tidying of the lunch hall
3. Therapeutic Intervention such as Strive sessions, peer support
4. Fixed term exclusion at lunchtimes
5. Fixed term exclusion during the school day
6. Part-time timetable
7. Managed move
8. Permanent exclusion

Working with parents/carers

The school seeks to build a partnership with parents/carers in addressing bullying. A question around parental perception of bullying will be a permanent feature with the parent annual survey to ensure with the results communicated to parents in newsletters.

Parents/Carers will be given the right to discuss their concerns / incidents of bullying with the class teacher, Assistant Principal and Principal in a respectful way. Should a parent have a complaint they may seek a meeting with the Principal to discuss. Parents should feel confident that we will take any complaint about bullying seriously and resolve the issue in a way that protects the child; furthermore, they can reinforce the value of good behaviour at home.

As noted, the school would welcome emailed/phoned-in concerns and would aim to address these with 24 hours.

Roles and Responsibilities

Anti-bullying policies are most effective when all school staff understand the principles and purpose of the school's policy, its legal responsibilities regarding bullying, how to resolve problems, and where to seek support. Therefore, the policy would suggest the following key stakeholders should undertake these roles and responsibilities:

The Role of Governors

The governing body supports the Principal in all attempts to eliminate bullying from our school. This policy statement makes it very clear that the governing body does not accept or allow bullying to take place in our school, and that any incidents of bullying that do occur are taken very seriously and dealt with appropriately.

The governing body monitors the incidents of bullying that occur, and reviews the effectiveness of the school policy regularly. The governors require the Principal to keep accurate records of all incidents of bullying and to report to the governors on a termly basis.

The governing body would also be principally involved in any reported issues related to staff bullying or accusations of, in conjunction with the local authority as per the Trust's Safeguarding and Whistleblowing Policy.

The role of the Principal

It is the responsibility of the Principal to ensure that there is an anti-bullying strategy and that all staff are aware of the strategy. The Principal ensures that all children know that bullying is wrong, and that it is unacceptable behaviour in this school. The Principal draws the attention of children to this fact at suitable moments. For example, if an incident occurs, the Principal may decide to use assembly as a forum in which to discuss with other children why this behaviour was wrong, and why a pupil is being punished. The Principal will also instruct staff to discuss issues around bullying with their pupils in class time where necessary. The Principal sets the school climate of mutual support and praise for success, so making bullying less likely.

The Role of the Teacher

Teachers in our school take all forms of bullying very seriously. Where a teacher is made aware of allegations of bullying or witnesses bullying directly they will follow the agreed anti bullying strategy.

Teachers attempt to support all children in their class and to establish a climate of trust and respect for all. Teachers will plan and deliver lessons throughout the year on how to prevent bullying and how to deal with it. They will also discuss the impact bullying has on others. Class teachers will also actively try to encourage positive collaboration through the way in which the teacher be responsible for discussing children's concerns and if the teacher feels that there is evidence of bullying, they will follow the anti-bullying strategy.

The Role of Parents

Parents who are concerned that their child might be being bullied, or who suspect that their child may be the perpetrator of bullying, should contact the school immediately with a view to discussing their concerns with the class teacher. Parents have a responsibility to support the school's anti-bullying policy and to actively encourage their child to be a positive member of the school. We would ask that this involves any acts of cyber-bullying that take place out of school but involve our students as the school would aim to deal with such episodes as if they had taken place in school.

The Role of the Pupil

All pupils will understand our approach and are clear about the part they can play to prevent bullying, including when they find themselves as bystanders. It is the responsibility of all pupils to show open-mindedness, respect and kindness for others at all times. They will commit to understanding what constitutes bullying and learn how to not bully others. Our pupils will learn the skills needed to deal with bullying should it occur. Pupils will take responsibility for their actions and know that using any prejudice based language is unacceptable. Following the current rise in cyber-bullying, pupils will show responsibility in using and communicating with others using devices such as mobile phones and gaming sites. Our pupils show an active involvement in anti-bullying initiatives and class discussions.

UPDATED March 2021

REVIEW ANNUALLY