



HOLYPORT COLLEGE

Preventing and tackling bullying

Person responsible for policy formulation, implementation, maintenance and evaluation	Mr S Gardner, Deputy Head Master
Persons consulted	Mr B McCarey, Head Master Governors' Welfare Committee
Adopted by Governors on	4 th March 2021
Date of future review	Summer 2025

REVISION STATUS TABLE

Revision No	Effective Date	Summary of Revision	Reviewed		Approved/Noted	
			By	Date	By	Date
v1.0	06/2023	Updated policy	SGA/SW A	22/23	GWC	06/2023

INTRODUCTION

This policy takes into account the DfE's guidance in 'Preventing and tackling bullying - advice for headteachers, staff and governing bodies', July 2017, and 'Approaches to preventing and tackling bullying', June 2018. It is implemented alongside the College's behaviour policy and its child protection policy.

OUR OBJECTIVE

Every student has the right to feel safe and happy at the College and no one will have their education, co-curricular life or boarding life disrupted by bullies or the fear of being bullied.

THE AIMS OF THIS POLICY

- Students will understand what bullying is and what it isn't;
- Students will have more respect for one another;
- Students will understand that Holyport College will not tolerate bullying in any form;
- Students will understand the effect bullying has on its victims;
- Students will understand that by witnessing bullying and doing nothing about it (or joining in) they are condoning it;
- Students will feel confident to report people who are hurting someone else and will know who to report it to;
- Students and parents will know how to get help (or ask advice) and staff will understand the correct procedures to follow when bullying is reported;
- Students, parents and staff will understand that the college will administer appropriate interventions and actions for those accused of bullying and how students who are bullied will be supported.

WHAT IS BULLYING?

Bullying is, "Behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally". Bullying falls into several categories, including:

- Emotional Bullying;
- Physical Bullying;
- Cyber bullying; (advice specific to cyber-bullying is given in Annexe B)
- Prejudice – based bullying, for example on grounds of race, religion, gender, sexual orientation, special educational needs or disabilities, or because a child is adopted, in care or has caring responsibilities and might be motivated by actual differences between children, or perceived differences.

Further guidance and definitions of bullying is given in Annex A

Behaviour constitutes bullying if:

- It is repetitive, wilful or persistent;
- It is intentionally harmful, carried out by an individual or group;
- There is an imbalance of power leaving the person who is bullied feeling defenceless. It is important to acknowledge that bullying behaviour can and does occur anywhere and everywhere: in schools, within the home and in the community at large.

We reject bullying because it:

- Makes people feel alone;
- Hurts peoples' feelings;
- Can cause physical pain;
- Makes people feel frightened;
- Makes people think they have no friends;
- Makes people feel helpless;
- Can lead to self-harm or eating disorders;
- Can lead to depression;
- Can lead to suicide .

Bullying is usually repeated over time. However, all incidents of disrespect, violence or intimidation need to be addressed seriously by the College, even if it is a one-off incident. These types of incidents are usually dealt with according to the Behaviour Policy.

PREVENTING BULLYING

The College will seek to create a caring and safe environment for everyone.

- Students will understand that bullying is not tolerated and that it is not just OK to tell on someone if they are hurting someone else, but it is every student's moral responsibility to do so;
- Bystanders will be told that it is unacceptable to see bullying and not do anything about it;
- Students will be taught about bullying and its effects on people during Personal Development lessons and other classes, assemblies and Anti-Bullying Week;
- Students will learn about the importance of friendship and how to resolve conflict;
- By using teaching methods which encourage co-operative work and a variety of groupings so that students extend their relationships beyond a small group of friends;
- The co-curricular programme has an important role in students learning to relate to each other, to work in groups and to embrace differences;
- Students will be taught about banter and the difference between banter and bullying;
- Students will learn about other cultures and will grow to appreciate and celebrate difference;
- The College will help students to have a positive image of themselves and will try to empower students to stand up to bullies;
- Childline posters will be clearly displayed;

- Staff and students will receive training on dealing with and preventing bullying;
- Student bullying ambassadors will be assigned in each year group to send a clear message that bullying is not tolerated;
- As much as possible, staff and prefects will maintain a visible presence around the College and boarding areas;
- The College will work with partner agencies to obtain support for those who are bullied and for the bully;
- Students will participate in surveys, enabling staff to better understand how safe students feel at the College which will be reviewed by the Deputy Headmaster and pastoral team.

TACKLING BULLYING

Holyport College has clear strategies for responding to bullying incidents. These may include outcomes from the school sanction system as detailed within the school behaviour policy. The consequences of bullying will reflect the seriousness of the incident. All sanctions will be applied fairly, consistently and reasonably – after careful consideration of possible contributing factors such as special educational needs, disabilities or other vulnerabilities of both the victim and perpetrator.

The school will support the victim upon finding out about bullying, but will also seek to work with the perpetrator of the bullying in order to prevent further incidents in the future.

Reporting Bullying

Students can report bullying of themselves or of someone else in the following ways:

- Speaking to a member of staff as soon as possible - take a friend with you if you need to;
- Speaking to your tutor or Housemaster as soon as possible;
- Speak to your peer mentor (where appropriate);
- Speaking to your parents/family members/carers;
- Using the 'Report Bullying' link on Edulink and filling out the attached form;
- Importantly, students are reminded that they can speak to **any** member of staff in school they trust.

Parents/Carers can report bullying of themselves or of someone else in the following ways:

- Contacting their son/daughter/ward's form tutor or Housemaster by email or phone. If you do not have contact details for your child/ward's form tutor or Housemaster, the College will make sure that Reception staff handle your concerns sensitively and direct you to the right person;
- Encouraging their son/daughter/ward to use the 'Report Bullying' link on Edulink and fill out the attached form detailing the concern;
- Please bear in mind that the teacher may not be aware that your child might be the victim of bullying or may have heard conflicting accounts of an incident;

- Be as specific as possible about what your child says has happened, give dates, places and the names of other students who were either involved or could act as witnesses;
- Make a note of what action the College intends to take;
- Stay in touch. Let us know if things improve as well as if problems continue. We will check with you and your child to help ensure that our actions have stopped the bullying;
- Importantly, parents/carers are reminded that they can speak to **any** member of staff in school regarding this. Staff will pass this on to the Pastoral Team;
- It is important to let the College deal with your concerns. However, in cases of serious assault or extreme cyber-bullying, the College recommends that parents/carers inform the police.

Staff role and responsibility in tackling bullying:

- If a member of staff notices an incident or a student reports incident to a member of staff, they should reassure the victim that they have done the right thing by passing this on and assure them that the school will investigate further;
- Members of staff should log the incident on Edulink via the 'Report Bullying' link;
- The incident will be read by Housemasters and key members of the Pastoral team working with students involved and the Safeguarding Team. The Pastoral team will allocate an appropriate member of staff to take action and investigate the allegation of bullying.

Holyport College reserves the right to report any incident of bullying to the police. It is worth noting that bullies can, and do, get criminal records which can affect future careers. It is possible to get a criminal record from the age of 10 years old.

Even if the bullying takes place outside the College, the Education and Inspections Act of 2006 still allows the College to punish students if their actions are affecting another student or a member of staff at the College. Whilst the College is confident that it can resolve the vast majority of bullying cases, it will involve the police should this be the wish of the victim or their parents/carers

Outcomes, Intervention and Support

The outcomes of an investigation of bullying will aim to:

- Keep the student who has experienced the bullying safe;
- Stop the bullying;
- Let the bully know that what they have done is unacceptable;
- Let other students know that bullying is not tolerated and action will always be taken when bullying has happened.

The bully must always be made to understand and accept the consequences of what they have done. Students who have displayed bullying behaviour will be issued sanctions in line with the school behaviour policy, following review from the Deputy Headmaster and Headmaster where appropriate. Depending on how severe the bullying has been, how often it has happened, the impact it has had, if it is a repeat offence and if true remorse has been shown; the sanctions applied will range from Housemaster/tutor intervention, which may

be an educational conversation, to fixed and even permanent exclusion, including evening restrictions for students who are boarding.

Evidence of the bullying of students belonging to vulnerable groupings listed earlier in this policy will be an aggravating factor when determining sanctions.

Bullies are often, although not always, from challenging or vulnerable backgrounds. The College will seek to support bullies to enable them to stop bullying others. This will be primarily done through our pastoral support system and in conjunction with parents/carers. Referrals may be made to external partner agencies for counselling support.

Support for the victim

The College will use the following methods to make sure the victim of bullying feels supported:

- Students will be kept informed of the progress of the investigation ;
- Students will have regular contact with the member of staff dealing with the bullying in order to monitor the situation – this follow up will not be the responsibility of the student, although the student should obviously report further bullying;
- Circle time may be used – a class or group of students sits down to talk about what has been happening and a way forward is agreed;
- A restorative meeting may be used – the bully (and sometimes their family) is brought to meet the victim (and sometimes their family) and is told how the bullying has affected them, apologies are made and a way forward is agreed;
- Counselling may be sought from partner agencies;
- Any action taken will seek to minimise disruption to the victim's education or participation in other areas of College life.

Parents

- Your concerns will be acted on promptly and you will be kept informed of what is happening and the outcomes of any investigation;
- Staff will do all they can to keep your son/daughter or ward safe.

If you are unhappy with the way in which your concerns have been handled by staff at the College, you may want to follow the College's Complaints Procedure. However, it is important that you have given the College the chance to find solutions to any concerns before making a formal complaint. Bullying is usually dealt with by a Form Tutor or member of the house staff. If you feel no progress has been made, please contact your child's House Master. Where the situation has still not been resolved, please contact the Founding HeadMaster or the Head Master.

DATA COLLECTION

The College will collect data on the different types of bullying so that it can identify any trends and deal with them. Collecting this data will also help the College to measure the impact of the Anti-Bullying Policy. Bullying incidents are routinely reported to the Governing Body and other agencies as required. Records of incidents of bullying will be kept until the student (victim and perpetrator of bullying) is at least 21 years old.

GOVERNORS

The named Governor for Safeguarding at Holyport College is Mark Jones.

MONITORING AND EVALUATION

The Deputy Headmaster will work with the pastoral and senior leadership teams and report back to Governors on the successful implementation of this policy.

ANNEXE A

Definitions of Bullying

Definitions of bullying

- Emotional Bullying - “The use of words and language to cause emotional distress to another person, exclude them, or make them feel threatened by others.”
- Physical Bullying - “The repeated unwanted violation of another person’s body through hitting, touching, tripping, kicking, threats and other forms of physical harm. It may also extend to targeted theft.”
- Cyber Bullying - ‘The use of Information Communications Technology (ICT), particularly mobile phones and the internet, deliberately to upset someone else.’ (DCSF 2007)

Is it Bullying?

It is if you/someone feel hurt because individuals or groups are, over a period of time:

- Calling you/someone names;
- Threatening you/someone;
- Pressuring you/someone to give another person money or possessions;
- Pressuring you/someone to do something you/they do not want to do;
- Hitting you/someone;
- Damaging (or withholding) your/someone’s possessions;
- Spreading rumours about you or your family/someone or their family;
- Using text, email or web space to write, say or display hurtful things.

It is bullying if you/someone feels hurt because of things said about your/their ethnic background, religious faith, gender, sexuality, disability, special educational need, being gifted and/or talented, appearance or issues in your/their family.

This list is not exhaustive and you may be being bullied in a different way; please speak to a member of staff if you think you might be the victim of bullying of any kind, or follow the reporting bullying guidance outlined earlier in this policy.

ANNEXE B - CYBER-BULLYING

Cyber-bullying is a particular problem because

- It can happen at any time, day or night;
- It is not confined to College, it can happen anywhere;

- It can be very public if the abuse is on mobiles or on the internet;
- The perpetrators may be able to remain anonymous.

Students (and Parents/Guardians) need to realise that cyber-bullying can get them into trouble at school or with the police. Even if the bullying takes place outside the College, the Education and Inspections Act of 2006 still allows the College to punish students if their actions are affecting another student or a member of staff at the College. Other laws which students may be breaking include the Protection from Harassment Act 1997 and the Malicious Communications Act 1988.

The College will use the earlier range of sanctions for cyber-bullying. Students who cyber-bully will have computer privileges removed and may have their mobile confiscated. They could even be banned from bringing a mobile to the College altogether. All students sign an acceptable use policy for mobile phones and other electronic equipment.

ADVICE TO STUDENTS - CYBER-BULLYING

- Always respect others – be careful what you say online and what images you send;
- Think before you send – whatever you send can be made public very quickly and could stay online forever;
- Treat your password like your toothbrush – keep it to yourself;
- Only give your mobile number to people you trust • Learn how to block people and how to report abuse;
- Do not reply – turn your computer off if someone is abusing you;
- Save the evidence – learn how to keep records of offensive messages, pictures or online conversations;
- Make sure you understand how to use privacy settings on social media.

If you are worried about cyber-bullying, talk to your Form Tutor or to a family member. If you are threatened by someone, you can contact the police or use the 'Report Abuse' tab found on some websites.

Be warned – you can get into trouble with the police for cyberbullying.

Sending messages or taking indecent images on your phone, even if you think it is a joke, could land you a criminal record. Please note that it is possible to get a criminal record from the age of 10 years old.

Links

The websites listed below offer direct links to other sources of information for parents and young people.

Advisory Centre for Education: www.ace-ed.org.uk

Registered charity independent of central or local government giving free advice and support to parents of children in state schools.

Anti-Bullying Network: www.antibullying.net

Established by the Scottish Executive. Useful links and reviews for teachers, parents and students on bullying and related issues.

BBC Schools: www.bbc.co.uk/schools
Includes information about bullying.

Bully OnLine: www.bullyonline.org
Information on bullying for teachers, children and schools which details the legal procedures available. This site also lists support groups for teachers.

Bullying Online: www.bullying.co.uk
Useful information and links on bullying and related issues for parents, children and teachers.

ChildLine: www.childline.org.uk
Primarily a helpline for children but has useful information and links on bullying. Chips (Childline in Partnership with Schools) encourages schools to support students in setting up anti-bullying projects.

The Children's Society: www-the-childrens-society.org.uk
'Bullying! Information for parents on how to help your child' – leaflet giving information and practical guidance.

Kidscape: www.kidscape.org.uk
Advice for children, parents and teachers as well as training and sample policies.

Topmarks: www.topmarks.co.uk
Aims to provide easy access to the best educational websites including information on bullying for teachers, parents and young people.

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