

ANTI-BULLYING POLICY

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ANTI-BULLYING POLICY

Everyone in the New Horizons Federation community has the right to feel welcome, secure and happy and therefore more able to achieve their maximum potential. Bullying of any sort creates barriers to learning and prevents equality of opportunity. It is everyone's responsibility to be watchful and prevent bullying from taking place. This policy contains guidelines to support that ethos.

Where bullying exists, the victims must feel confident to take advantage of the anti-bullying systems within New Horizons Federation to end the bullying. It is our aim to challenge attitudes about bullying behaviour, increase understanding for victims of bullying and help build an anti-bullying ethos across the Federation.

DEFINITIONS OF BULLYING

Bullying is deliberately hurtful behaviour that is repeated over a period of time, making it difficult for the person concerned to defend themselves. This can take the form of name-calling, violence, threatened violence, isolation, ridicule or rumour and indirect actions such as spreading unpleasant stories about someone, publically humiliating and undermining and isolating the person from their peers / colleagues.

New Horizons Federation works hard to ensure that all pupils know the difference between bullying and simply 'falling out.' The Federation also acknowledges that staff are not exempt from bullying which can occur in the workplace and is equally treated as serious and unacceptable in line with the firm messages circulated across the schools and services which make up the Federation.

ACTIONS TO TACKLE BULLYING

Prevention is better than cure so in New Horizons Federation we are vigilant for signs of bullying and always take reports of incidents seriously. We use the curriculum whenever possible to reinforce our ethos of support for each other and team work and help pupils to develop strategies to combat bullying-type behaviour.

Pupils are told to report incidents of bullying to an adult within their school / Centre, and that when another pupil tells them that they are bullied or if they see bullying taking place, it is their responsibility to report their knowledge to a member of staff.

All reported incidents of bullying are investigated and taken seriously by staff members. A record is kept of incidents and could be written by an older pupil, if appropriate. The member of staff is responsible for this and is required to give a copy of the report and action taken to the Head of School (Oakwood / Westbrooke), Assistant Head (KS4 Pathways), Manager (TWELVE Provision KS3/4 Pathways), Primary/Medical Needs Coordinator (KS1/2 Pathways) or Centre Manager (KS4 Pathways). In order to ensure effective monitoring of such occurrences, and to facilitate co-ordinated action, all proven incidences of bullying must be reported to the Executive Headteacher. If bullying includes racist abuse, then it will be reported to the Head of School / Centre Manager and recorded in the Racial Incident Book.

Upon discovery of an incident of bullying, we discuss the appropriate issues to the incident with the children at a level suited to their age and of understanding. If the incident is not too serious, a problem solving approach may help. The adult will try to remain neutral and deliberately avoid

direct, closed questioning which may be interpreted as accusatory or interrogational in style. Each pupil must be given an opportunity to talk and the discussion should remain focused on finding a solution to the problem and stopping the bullying recurring.

There are various strategies that can be applied if more than one pupil is involved in bullying another. Role-play and other drama techniques can be used as well as restorative interventions. If held regularly, this can be an effective way of sharing information and provide a forum for discussing important issues such as equal rights, relationships, justice and acceptable behaviour. It can also be used just within the affected group to confront bullying that already exists. End of the day Tutor Time in each school provides a forum for bullying to be discussed and for restorative discussions to take place with a view to resolution.

Victims who are worried about openly discussing an incident when the aggressors are present (e.g., taunting during a lesson) can be encouraged to go to the staff member in charge with a piece of work, using this as a reason to speak to that staff member. Victims need to feel secure in the knowledge that assertive behaviour and even walking away can be effective ways of dealing with bullying. Setting up a buddy system, or peer counselling, possibly with pupils who already hold a position of responsibility or who are held in high esteem by their peers can also be beneficial.

PARENTAL INVOLVEMENT

The parents of bullies and their victims are informed of an incident and the action that has been taken. They are asked to support strategies proposed to tackle the problem. The bully is also reminded of the possible consequences of bullying and the sanctions for repeated incidents will be clearly explained to him/her. (Persistent bullies may be excluded from school). A monitoring tool may be used, usually incorporating a reward for achieving desired behaviours.

Parents are reminded regularly through letters and newsletters to inform their children that they must tell someone should they ever be bullied. Keeping information from staff, or from their parents, will never help a problem to be solved, and will prolong the period a victim has to suffer.

BULLYING OF STAFF MEMBERS

This policy also recognises that staff members may also from time to time experience bullying or feelings of being isolated by their peers. New Horizons Federation DO NOT tolerate bullying of staff and will deal with issues raised very seriously through:

1. Documenting incidents
2. Investigating complaints by staff
3. Facilitating mediation / restorative meetings and discussions (1:1)
4. Following HR processes to ensure that a strong message is given out to staff that bullying is not tolerated at any level in the organisation.

New Horizons Federation does not tolerate any form of bullying and will take appropriate action to confront and challenge bullying, protecting all members of its community and providing an environment where victims of bullying can grow and thrive.

DOCUMENT REVISION

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