Create Your World

Cardiff West Community High School

Anti-Bullying Policy

Established: September 2018
To be reviewed: September 2020

An artist's impression of our new Cardiff West Community High School in Trelai Park, opening Spring 2019

Contents

1. Aims

- This policy outlines what Cardiff West Community High will do to prevent and address all forms of bullying.

- The policy has been adopted with the involvement of the whole school community.

- Cardiff West Community High School is committed to developing an anti-bullying culture where the bullying of adults, children or young people is not tolerated in any form.

2.Legistation & Statutory requirements

This policy is based in advice from Welsh Government and Legislation:

- Respecting Others: Anti Bullying Overview

- Respecting Others: Anti Bullying Guidance

- Respecting Others: Bullying Around Race, Religion & Culture

- Respecting Others: Bullying Around Special Educational Needs and Disabilities

- Respecting Others: Cyberbullying

- Respecting Others: Homophobic Bullying

- Respecting Others: Sexist, Sexual & Transphobic Bullying

- The Equality Act 2010

- The United Nations Convention on the Rights of the Child

- The Human Rights Act 1998

- The Children's Act 1989

3. Definition

Bullying is defined as aggressive, hurtful or unkind behaviour which is deliberate and repeated. Bullying can be carried out by an individual or a group of people towards another individual or group, where the bully or bullies hold more power than those being bullied.

Bullying can be:

- Physical bullying – such as hitting or physically intimidating someone, or using inappropriate or unwanted physical contact.

- Attacking property – such as damaging, stealing or hiding a person's possessions

- Verbal bullying -   such as name calling, using derogatory or offensive language , threatening someone, insulting someone, making offensive remarks, using offensive names when addressing someone, or ridiculing someone's appearance, way of speaking or personal mannerisms

- Indirect bullying – teasing or spreading malicious rumours about someone or their family, excluding someone from social groups, sending malicious e-mails or text messages on mobile phones

- Psychological bullying- such as deliberately excluding or ignoring people
- Cyber-bullying – such as using text, email or other social media to write hurtful things about someone or to share pictures of someone without their permission, in order to embarrass, humiliate or hurt them. Cyber-bullying and misusing technology (internet or mobile phones) is a growing form of bullying in all school communities. Cyber-bullying can be difficult to trace and can continue outside school, however we take every instance very seriously and work with relevant partners to stop it.

Bullying can be based on any of the following things:

- Race (racist bullying)
- Religion or belief
- Culture or class
- Gender (sexist/sexual bullying)
- Sexual orientation
- Disability
- Gender identity (transphobic bullying)
- Special Educational Needs (SEN) or Disability
- Appearance or health conditions
- Home or other personal situations
- Relationship to another vulnerable group of people
- Age

4. School Ethos

- Cardiff West Community High and its community recognises that all forms of bullying, especially if left unaddressed, can have a devastating effect on individuals; it can create a barrier to learning and have serious consequences for mental wellbeing.

- By effectively preventing and tackling bullying our school can help to create a safe and disciplined environment, where pupils are able to learn and fulfil their potential.

- **Our Community*:***

  o Monitors and reviews our anti-bullying policy and practice on a regular basis.

  o Supports staff to promote positive relationships to help prevent bullying.

  o Recognises that some members of our community may be more vulnerable to bullying and its impact than others; this may include children with ALN. Being aware of this will help us to develop effective strategies to prevent bullying from happening and provide appropriate support, if required.

  o Will intervene by identifying and tackling bullying behaviour appropriately and promptly.

- o Ensures our pupils are aware that bullying concerns will be dealt with sensitively and effectively; that everyone should feel safe to learn and abide by the anti- bullying policy.

- o Requires all members of the community to work with the school to uphold the anti-bullying policy.

- o Recognises the potential impact of bullying on the wider family of those affected, so will work in partnership with parents/carers regarding all reported bullying concerns and will seek to keep them informed at all stages.

- o Will deal promptly with grievances regarding the school response to bullying in line with our complaints policy

- o Seeks to learn from good anti-bullying practice elsewhere.

- o Utilises support from the Local Authority and other relevant organisations when appropriate.

5. Reporting Bullying

Bullying can only be stopped and the problems it creates dealt with, if it is reported. Silence gives the bully the confidence to carry on. A pupil who is the victim of bullying or witnesses bullying should report it to a parent, teacher, friend or member of the school support staff.

Report to a class teacher, form teacher, Progress Lead, Welfare Officer.

Report to other school staff such as the Youth Mentor, the attendance office, the school counsellor , pupil reception staff or any of the teaching assistants or any other member of staff.

Report bullying by:

- Talking to one of the people described above

- By e mail to a member of staff

- On line to Cardiff Against Bullying

- By phone to Childline on 0800 1111

6. Roles and Responsibilities

Pupils

- Pupils should not take part in any kind of bullying and should watch out for signs of bullying amongst their peers. They should never be bystanders to incidents of bullying and should intervene to protect the pupil who is being bullied, unless it is unsafe to do so, seeking the support of a member of staff if necessary.

- If pupils witness bullying they should support the victim, encourage them to report the bullying and if possible, accompany them to tell a trusted adult. They should provide a written witness statement on the understanding that their statement will be treated sensitively and they will receive any support they need.

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Parents and Carers

- Parents and carers should look out for signs of bullying such as distress, lack of concentration, feigning illness or other unusual behaviour by their child.

- Parents should monitor their child's use of the internet and particularly the use of social media and messaging services. Parents and carers should tell their children not to retaliate and support and encourage them to report the bullying.

- Parents and carers can themselves report bullying to the school either in person or by phoning or e mailing the school office or a member of staff.

- Parents should understand that the school may need time to investigate and address the reported bullying behaviour and should fully support the school in dealing with the bullying.

- Parents should co-operate with the school if their child is accused of bullying.

Staff

- All school staff, teaching and non-teaching, have a duty to report bullying, to be vigilant for the signs of bullying and to play an active role in the school's efforts to prevent bullying. If staff become aware of bullying, they should reassure the victim(s) involved and inform their Progress Lead, Welfare Officer or their Form Tutor.

- Staff should listen to a child who reports an incident of bullying, take what they say seriously and act to support and protect them.

- Staff should follow up any complaint by a parent about bullying and report back promptly and fully on the action which has been taken.

- Observed incidents of bullying should be dealt with promptly and fairly in accordance with agreed procedures.

Senior Staff

The Headteacher and the Senior Leadership Team have overall responsibility for ensuring that this Anti-Bullying policy is followed by all members of staff and that the school fulfills its duty to promote the safety and well-being of all its young people.

Governors

The governing body condemns any bullying behaviour in school and will ensure that any incidents of bullying are taken very seriously, and dealt with appropriately. The governing body supports the actions of the school staff and of the pupils to eliminate bullying from the school.

7. Supporting Pupils

Pupils who have been bullied will be supported by:

- Reassuring the pupil and providing continuous pastoral support.

- Offering an immediate opportunity to discuss the experience with their teacher, the designated safeguarding lead, or a member of staff of their choice.

- Being advised to keep a record of the bullying as evidence and discuss how respond to concerns and build resilience as appropriate.

- Working towards restoring self-esteem and confidence.

- Providing ongoing support; this may include: working and speaking with staff, offering formal counselling, engaging with parents and carers.
- Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance, such as Cardiff Against Bullying.

Pupils who have perpetrated bullying will be helped by:

- Discussing what happened, establishing the concern and the need to change.
- Informing parents/carers to help change the attitude and behaviour of the child.
- Providing appropriate education and support regarding their behaviour or actions.
- If online, requesting that content be removed and reporting accounts/content to service provider.
- Sanctioning, in line with school behaviour/discipline policy; this may include official warnings, detentions, removal of privileges (including online access when encountering cyberbullying concerns), and fixed-term or permanent exclusions.
- Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this may include involvement from the Police or referrals to Cardiff Against Bullying or other appropriate agencies.

8. Supporting Adults

Our school takes measures to prevent and tackle bullying among pupils; however, it is equally important to recognise that bullying of adults, including staff and parents, whether by pupils, parents or other staff members, is unacceptable.

Adults who have been bullied or affected will be supported by:

- Offering an immediate opportunity to discuss the concern with the designated safeguarding lead, a senior member of staff and/or the headteacher.
- Advising them to keep a record of the bullying as evidence and discuss how to respond to concerns and build resilience, as appropriate.
- Where the bullying takes place off school site or outside of normal school hours (including online), the school will still investigate the concern and ensure that appropriate action is taken in accordance with the schools' behaviour and discipline policy.
- Reporting offensive or upsetting content and/or accounts to the service provider, where the bullying has occurred online.
- Reassuring and offering appropriate support.
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance.

Adults who have perpetrated the bullying will be helped by:

- Discussing what happened with a senior member of staff and/or the headteacher to establish the concern.
- Establishing whether a legitimate grievance or concern has been raised and signposting to the school's official complaints procedures.
- If online, requesting that content be removed.

- Instigating disciplinary, civil or legal action as appropriate or required.

9. Preventing Bullying

The whole school community will:

- Create and support an inclusive environment which promotes a culture of mutual respect, consideration and care for others, which will be upheld by all.

- Recognise that bullying can be perpetrated or experienced by any member of the community, including adults and children (peer on peer abuse).

- Recognise the potential for children with SEN and disabilities to be disproportionally impacted by bullying and will implement additional pastoral support as required.

- Openly discuss differences between people that could motivate bullying, such as: children with different family situations, such as looked after children or those with caring responsibilities, religion, ethnicity, disability, gender, sexuality or appearance related difference.

- Challenge practice and language (including 'banter') which does not uphold the school values of tolerance, non-discrimination and respect towards others.

- Be encouraged to use technology, especially mobile phones and social media, positively and responsibly.

- Work with staff, the wider community and outside agencies to prevent and tackle concerns including all forms of prejudice-driven bullying.

- Actively create "safe spaces" for vulnerable children and young people.

- Celebrate success and achievements to promote and build a positive school ethos.

The whole school community will implement policies and support by:

- Provide a range of approaches for pupils, staff and parents/carers to access support and report concerns.

- Regularly update and evaluate our practice to consider the developments of technology and provide up-to-date advice and education to all members of the community regarding positive online behaviour.

- Take appropriate, proportionate and reasonable action, in line with existing school policies, for any bullying bought to the schools' attention, which involves or effects pupils, even when they are not on school premises; for example, when using school transport or online, etc.

- Implement appropriate disciplinary sanctions; the consequences of bullying will reflect the seriousness of the incident, so that others see that bullying is unacceptable.

- Use a variety of techniques to resolve the issues between those who bully, and those who have been bullied.

The school community will focus on education and training by:

- Training all staff, including: teaching staff, support staff (e.g. administration staff, lunchtime support staff and site support staff) and pastoral staff, to identify all forms of bullying and take appropriate action, following the school's policy and procedures, including recording and reporting incidents.

- Consider a range of opportunities and approaches for addressing bullying throughout the curriculum and other activities, such as: through displays, assemblies, peer support, the school/student council, etc.

- Collaborate with other local educational settings as appropriate, and during key times of the year, for example during transition.

- Ensure anti-bullying has a high profile throughout the year, reinforced through key opportunities such as anti-bullying week

- Provide systematic opportunities to develop pupils' social and emotional skills, including building their resilience and self-esteem.

9. Involvement of Pupils

We will:

- Involve pupils in policy writing and decision making, to ensure that they understand the school's approach and are clear about the part they play in preventing bullying.

- Regularly canvas children and young people's views on the extent and nature of bullying.

- Ensure that all pupils know how to express worries and anxieties about bullying.

- Ensure that all pupils are aware of the range of sanctions which may be applied against those engaging in bullying.

- Involve pupils in anti-bullying campaigns in schools and embedded messages in the wider school curriculum.

- Utilise pupil voice in providing pupil led education and support

- Publicise the details of internal support, as well as external helplines and websites.

- Offer support to pupils who have been bullied and to those who are bullying to address the problems they have.

10. Involvement of Parents/Carers

We will:

- Take steps to involve parents and carers in develop policies and procedures, to ensure they are aware that the school does not tolerate any form of bullying.

- Make sure that key information about bullying (including policies and named points of contact) is available to parents/carers in a variety of formats, including via the school website

- Ensure all parents/carers know who to contact if they are worried about bullying and where to access independent advice.

- Work with all parents/carers and the local community to address issues beyond the school gates that give rise to bullying.

- Ensure that parents work with the school to role model positive behaviour for pupils, both on and offline.

- Ensure all parents/carers know about our complaints procedure and how to use it effectively, to raise concerns in an appropriate manner.

11. Monitoring and Review

The school will ensure that they regularly monitor and evaluate mechanisms to ensure that the policy is being consistently applied.

Any issues identified will be incorporated into the school's action planning.

The headteacher will be informed of bullying concerns, as appropriate.

12. Related Policies

- Safeguarding
- PSE
- Behaviour for Learning

12. Useful Links and Supporting Organisations

- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Bullies Out: https://bulliesout.com/
- Cardiff Against Bullying: www.cardiffagainstbullying.co.uk
- Childline: www.childline.org.uk
- Family Lives: www.familylives.org.uk
- Kidscape: www.kidscape.org.uk
- MindEd: www.minded.org.uk
- NSPCC: www.nspcc.org.uk
- Restorative Justice Council: www.restorativejustice.org.uk
- Victim Support: www.victimsupport.org.uk
- Young Minds: www.youngminds.org.uk
- Young Carers: www.youngcarers.net

ALN

- Changing Faces: www.changingfaces.org.uk
- Mencap: www.mencap.org.uk
- Anti-Bullying Alliance Cyberbullying and children and young people with SEN and disabilities: www.cafamily.org.uk/media/750755/cyberbullying_and_send_-_module_final.pdf
- DfE: SEND code of practice: www.gov.uk/government/publications/send-code-of-

practice-0-to-25

- SNAP Cymru: http://www.snapcymru.org/

Cyberbullying

- Childnet: www.childnet.com

- Internet Watch Foundation: www.iwf.org.uk

- Think U Know: www.thinkuknow.co.uk

- UK Safer Internet Centre: www.saferinternet.org.uk

- The UK Council for Child Internet Safety (UKCCIS) www.gov.uk/government/groups/uk-council-for-child-internet-safety-ukccis

Race, religion and nationality

- Anne Frank Trust: www.annefrank.org.uk

- Kick it Out: www.kickitout.org

- Report it: www.report-it.org.uk

- Stop Hate: www.stophateuk.org

- Tell Mama: www.tellmamauk.org

- Educate against Hate: www.educateagainsthate.com

- Show Racism the Red Card: www.srtrc.org/educational

LGBT

- Barnardo's LGBT Hub: www.barnardos.org.uk/what_we_do/our_work/lgbtq.htm

- Metro Charity: www.metrocentreonline.org

- EACH: www.eachaction.org.uk

- Proud Trust: www.theproudtrust.org

- Schools Out: www.schools-out.org.uk

- Stonewall: www.stonewall.org.uk

Sexual harassment and sexual bullying

- Ending Violence Against Women and Girls (EVAW) www.endviolenceagainstwomen.org.uk

- Disrespect No Body: www.gov.uk/government/publications/disrespect-nobody-campaign-posters

- Anti-bullying Alliance: Preventing and responding to Sexual Bullying: www.anti-

bullyingalliance.org.uk/tools-information/all-about-bullying/sexual-and-gender-related/preventing-and-responding-sexual

- Anti-bullying Alliance: advice for school staff and professionals about developing effective anti-bullying practice in relation to sexual bullying: www.anti-bullyingalliance.org.uk/tools-information/all-about-bullying/sexual-and-gender-related

An equality impact assessment has been carried out for this policy and as necessary changes made to mitigate any identified negative differential impact on individuals having one of the protected characteristics contained in the Equality Act 2010.