

<p style="text-align: center;"><b>WYVERN COLLEGE POLICY NUMBER 5 POLICY TO PREVENT BULLYING</b></p>
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### **Purpose and rationale**

At Wyvern College, we are committed to providing a supportive, caring, friendly and safe environment for all our students to appreciate the value of individuality, respect diversity, show tolerance and empathy towards others promote equality of opportunity.

- All stakeholders (parents, students, staff, Trustees) share an agreed understanding of what bullying is and that **bullying of any kind is unacceptable**;
- All stakeholders are clear what the College policy is and how we deal with bullying;
- All stakeholders are clear how bullying incidents should be reported;
- Students and parents should be assured they will be listened to and supported in the event of reporting bullying.

### **Principles and content**

This policy has been written in consultation with Trustees, staff and students.

This policy is available on the College website and a student version is published in the College log book. Reference to the policy is made during assemblies on a termly basis and during assemblies in anti-bullying week in November. We aim to hold a student conference every two years to consider revision of the policy. Trustees will ensure this policy is reviewed every three years or sooner if the situation changes and bullying is considered to be a critical issue for the College. Refresher training for staff on bullying is incorporated into annual safeguarding training.

For the purposes of this policy, Wyvern College uses the Diana Award definition of bullying:

**“Repeated negative behaviour that is intended to make others feel upset, uncomfortable or unsafe.”**

The Diana Award defines bullying in three ways:

1. Verbal - the repeated negative use of speech, sign language, or verbal gestures to intentionally hurt others. This may include hurtful words, offensive language, swearing and discriminatory language.
2. Indirect - the repeated negative use of actions, which are neither physical nor verbal, to intentionally hurt others. This may include isolating someone, rumours, sharing someone’s secrets, cyber-bullying, damaging and/or taking someone’s property and physical intimidation

3. Physical - the repeated negative use of body contact to intentionally hurt others. This may include hurting someone intentionally, kicking, punching, pinching, spitting and slapping.

Wyvern College recognises there are other forms of bullying or bullying behaviour which may include:

Sexual	Unwanted physical contact or sexually abusive comments.
Homophobic and/or transgender	Bullying because of, or focussing on the issue of sexuality and gender identity.
Cyber	Threatening or abusive texts, emails, threatening or abusive comments on social media and misuse of associated technology.
Related to SEN and disability	Name calling, teasing, tormenting.

### **Prevention:**

As a College we aim to prevent bullying using proactive strategies. These include the use of assemblies (including anti-bullying week in November), student voice conferences, tutor time activities, the role of tutor and pastoral system, RPS lessons, peer supporters, prefects and the anti-bullying ambassadors.

A number of key stage four Wyvern College students have attended The Diana Award Anti-Bullying Ambassadors programme. An Anti-Bullying Ambassador is someone who has been trained by The Diana Award Anti-Bullying Campaign. Their role is to help educate their peers on bullying, lead on anti-bullying campaigns, promote a culture which celebrates and tolerates difference and help keep their peers safe both online and offline.

### **Responsibility for implementation**

It is the responsibility of all staff in College to be aware of bullying and this policy.

### **Accountability**

This policy is drafted by the Pastoral Assistant Headteacher. It is the responsibility of the Pastoral Assistant Headteacher to ensure that the policy is available on the College website for parents and other stakeholders and a student version is published annually in the College log book. The Pastoral Assistant Headteacher will be responsible for ensuring that Pastoral Leaders refer to the policy during assemblies at the start of every term and to organise a student conference every two years to consider revision of the policy.

*All staff and Trustees should be proactive in dealing with issues that are brought to their attention and implement the following guidance.*

## Supporting documents

### Related documents:

This policy was drawn up using a range of national and local documents including:

Hampshire Children and Young People's Plan 2012-2015 – Priority 4 – helping children and young people to be safe and feel safe. Target - Reduced rates of bullying (ref. P36).

Hampshire anti bullying guidance and anti-bullying documentation.

United Nations Convention on the Rights of a child – articles 12 (freedom from interference), 19 (freedom of speech) and 29 (duties to community).

The Education Inspection Framework (OFSTED 2019)

The Diana Award Anti-Bullying Programme.

Attached to this policy are the following documents:

1. Dealing with bullying incidents. Guidance for students, staff and parents.
2. Active strategies to discourage and avoid bullying.
3. Whole College strategies to avoid bullying.
4. Signs and symptoms of bullying.
5. Student anti-bullying charter.
6. The Education Inspection Framework (OFSTED 2019) – Behaviour & Attitudes

### Review Schedule

Reviewed by Care, Guidance and Support Committee 30<sup>th</sup> June 2020

Ratified by Full Trustee Body 7<sup>th</sup> July 2020

Next review date: January 2023 (3 years)

**Note:** *This policy will be reviewed every 3 years or sooner if the situation changes and bullying is considered to be a critical issue.*

## RELATED DOCUMENTS

### 1. DEALING WITH BULLYING INCIDENTS

#### Guidance for staff, students and parents

1. All incidents or allegations of bullying should be dealt with immediately. Pastoral Leaders or another member of staff e.g. the Tutor or class teacher should meet with the victim or victims separately and a written account should be given.
2. Bullying incidents or allegations of bullying should be always be logged in SIMS.
3. The guilty individual(s) involved should be dealt with in line with the College system of sanctions and detailed records placed on their student file. False excuses should not be accepted.
4. Restorative Justice meetings can be used as an option.
5. All parents will be informed. The parents of the student(s) being bullied should be asked to report any further incidents immediately. Pastoral Leaders and/or Tutors should follow up issues weekly or monthly as required.
6. Outside agencies ~~should~~ may be involved where appropriate either through parental contact or a referral made by Wyvern College.
7. The pastoral office will ensure that relevant staff are informed of student(s) who are being bullied.
8. Racist and homophobic incidents should be referred to the Pastoral Leader who will investigate and deal with the perpetrator and victim and record this formally. A Hampshire County Council monitoring form will be completed for all such incidents.

### 2. ACTIVE STRATEGIES TO DISCOURAGE AND AVOID BULLYING

1. Tutors and subject teachers should be vigilant to signs of bullying and observe social relationships between students, where possible.
2. Teaching staff should discuss their observations with Tutors.
3. Support staff should pass on any relevant observations to the class teacher.
4. Duty teams should be vigilant in identifying potential trouble spots in the College and College grounds and to pass this information on to duty team leaders.
5. Prefect and peer supporter training should include raising their awareness on the Bullying will be included in safeguarding training for all staff.
6. The annual parental survey will include statements related to bullying.—This should be done in confidence.
9. A Senior Leader will oversee:
  - The Wyvern College anti-bullying policy
  - Prefect and peer supporter training
  - The Diana Award Anti-Bullying Ambassadors programme
  - Student anti-bullying conference
10. Display anti bullying posters around the College, including in all tutor bases.

### 3. WHOLE COLLEGE STRATEGIES TO AVOID BULLYING

1. Tell the students from day one that bullying is not tolerated at Wyvern College. Everyone is expected to work together to ensure that it does not happen.
2. Ensure students know that staff will listen to and support them.
3. Ensure that parents and students understand the College needs to know immediately there is an allegation of or concern about bullying. This can be done through the logbook, via phone or email or at a parent meeting.
4. Ensure bullying is part of the taught RPS curriculum and included in both the assembly and tutor-time schedule.
5. Students should be encouraged to be assertive upstanders, not bystanders and differences between people should be accepted.
6. Guidance and support will be included in the student log book.
7. Peer supporters will be available every day in the safe study room in E3.
8. Students can email [someonecares@wyvern.hants.sch.uk](mailto:someonecares@wyvern.hants.sch.uk) to report any concerns about bullying.

#### **4. SIGNS AND SYMPTOMS OF BULLYING**

A child may display signs or behaviour that indicate he or she is being bullied. Adults should be aware of these possible signs or behaviours:

- Frightened walking to and from College
- Doesn't want to go to College on a public bus
- Asks to be driven to College
- Is unwilling to go to College
- Begins to truant
- Becomes withdrawn, anxious, or lacking in confidence
- Cries themselves to sleep at night or has nightmares
- Feels ill or feigns illness in the morning
- There is a decline in school work
- Comes home with clothes torn or damaged property
- Has possessions which are damaged or 'go missing'
- Appears to 'lose' money
- Asks for money or starts stealing money (to pay the bully)
- Has unexplained cuts, bruises or marks
- Becomes suddenly aggressive or disruptive at home or in College
- Is bullying other children or siblings
- Is afraid or reluctant to use their mobile phone or social media
- Stops eating
- Is frightened to say what's wrong
- Gives improbable excuses for any of the above

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

## 5. STUDENT ANTI-BULLYING CHARTER

### **At Wyvern we believe every student has the right to:**

- Feel and be safe and comfortable in their surroundings
- Have someone they can trust to talk to
- Be listened to and heard
- Be themselves
- Be able to participate, regardless of ability, in all lessons without fear of being mocked

### **Bullying is:**

- Physical abuse
- Repeated verbal abuse
- Unfairness towards others
- Encouraging or watching bullying behaviour towards others
- Deliberately leaving individuals out or excluding them from friendship groups
- Threatening behaviour including cyber-bullying

### **Students who are bullied may feel:**

- Separated, lonely or left out
- Embarrassed or humiliated
- Scared and fearful, especially at school
- Depressed and vulnerable
- Upset

### **If I am bullied:**

- It is not my fault
- It is okay to be upset about it
- It is helpful to keep a record of what happened
- It can be tempting to retaliate but this is not a good idea
- Think about other ways I can respond to bullying; for example, practice saying: “I don’t like it when you say that/do that – please stop”

### **If I am bullied I must act by telling:**

- A parent, guardian or carer
- Someone I trust at College e.g. my Tutor, Pastoral Leader or another teacher
- My friends
- Peer Supporters or Prefects
- I can also share my concerns with [www.childline.org.uk](http://www.childline.org.uk) 0800 1111

### **If I witness bullying I should:**

- Tell an adult I trust
- Not just stand and watch
- Make the bully aware they are being witnessed
- Not be afraid to name the bully

### **Advice for parents:**

- If your child is being bullied contact the form tutor or Pastoral Leader.
- Discuss the matter with a member of staff you trust.
- Encourage your child to speak to someone in College.
- Ensure it is reported.

Parents will be given an indication as to how the incident will be dealt with and the support offered to the young person. It is important that parents work in partnership with the College to deal with the situation swiftly and comprehensively.

We kindly request parents do not take matters into their own hands. If at any time parents are not satisfied with the way in which an incident is being dealt with, please put your concerns in writing to the College.

## **6. The Education Inspection Framework (OFSTED 2019) – Behaviour & Attitudes**

*27. Inspectors will make a judgement on behaviour and attitudes by evaluating the extent to which:*

- the provider has high expectations for learners' behaviour and conduct and applies these expectations consistently and fairly. This is reflected in learners' behaviour and conduct
- learners' attitudes to their education or training are positive. They are committed to their learning, know how to study effectively and do so, are resilient to setbacks and take pride in their achievements
- learners have high attendance and are punctual
- relationships among learners and staff reflect a positive and respectful culture. Leaders, teachers and learners create an environment where bullying, peer-on-peer abuse or discrimination are not tolerated. If they do occur, staff deal with issues quickly and effectively, and do not allow them to spread