Wapping High School
Anti-Bullying Policy

Policy Reviewed	Ratified	Ratified By	Next Compulsory Date
Feb 2020	Feb 2020	KC, JK	Sept 2020

1. Position and values

This policy will help staff to achieve the vision of the School, which is that the staff and governors at Wapping High School aim to raise aspirations and broaden horizons.

In line with the ethos of the school, the following are paramount:

A- Attitude. We believe passionately that learning never stops and that with the right attitude, everyone can succeed and that no one should stand in the way of that.

S- Student centered. Our education is student-centred and our support for each student for those who are victims of bullying or are causing the bullying will be supported in a personalised manner.

P- Partnerships. We believe that support can be best offered when working in partnership with parents and other agencies.

I- Innovative. We have innovative ways to be able to report bullying 24/7 and to ensure that support is available.

R- Respect. We respect ourselves and others in our school community equally and show this by signing the Anti Bullying pledge in our planners.

E- Engage. We will ensure that we all engage with the support offered to ensure the best outcomes for our young people to thrive in a safe environment.

To protect the rights of all students to have a safe and secure learning environment, Wapping High School will continuously work towards preventing acts of bullying, harassment, and other forms of aggression and violence, as these behaviours are unacceptable and interfere with both our school's ability to educate students and a child's ability to learn. If such a case arises, the staff at Wapping High School will follow the anti-bullying guidelines laid out in this policy. This will enable staff to:

● Identify students displaying unacceptable behaviour and know how to support them in order that they develop the necessary skills to participate in the School community effectively and positively; and
● Keep all other students safe, happy and confident.

In creating this policy and procedures the school has regard to the following non-statutory DfE advice and information:

Preventing and Tackling Bullying (July 2017)
Cyberbullying: Advice for headteachers and school staff.

2. Clarification of terms

Definition of '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, 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. *DfE, Preventing and Tackling Bullying* (July 2017).

Types of bullying

- **Physical**: Deliberately hurting particular students on a regular basis
- **Verbal:** Deliberately hurting feelings through name-calling etc.
- **Ostracising:** Making someone feel left out and different by deliberately setting out to exclude them.

Definition of 'cyberbullying'

'Cyberbullying' is the use of technology such as mobile phones, email, chat rooms or social media sites such as Facebook and Twitter to harass, threaten, embarrass, intimidate or target a child. Unlike physical bullying, cyber-bullying can often be difficult to track as the cyber-bully (the person responsible for the acts of cyberbullying) can remain anonymous when threatening others online, encouraging them to behave more aggressively than they might face-to-face.

Types of cyber-bullying

- **Online abuse:** Online messages usually through emails, social media or online platforms where angry and rude comments are exchanged.
- **Trolling**: a person who intentionally antagonises others online by posting inflammatory, irrelevant, or offensive comments or other disruptive content
- **Denigration:** Putting mean online messages through email, social media or online platforms set up to make fun of someone.
- **Exclusion:** Intentionally leaving someone out of a group such as instant messaging, friend sites, or other online group activities.
- **Outing:** Sharing secrets about someone online including private information, pictures, and videos.
- **Trickery:** Tricking someone into revealing personal information then sharing it with others.
- **Impersonation:** Pretending to be someone else when sending or posting mean or false messages online.
- **Harassment:** Repeatedly sending malicious messages to someone online.
- **Cyber-stalking:** Continuously harassing and denigration including threats of physical harm.

Actions NOT considered to be bullying

- Not liking someone;
- Being excluded;
- Accidentally bumping into someone;
- Making other students play things a certain way;
- A single act of telling a joke about someone, or expression of unpleasant thoughts or feelings regarding others;
- Arguments; or
- Isolated acts of harassment, aggressive behavior, intimidation, or meanness.

Reasons for bullying

Some reasons why students might bully someone include:

- They think it is fun, or that it makes them popular or cool;
- They feel more powerful or important, or they want to get their own way all the time;
- They feel insecure or lack confidence or are trying to fit in with a group;
- They are fearful of other students differences;
- They are jealous of another child;
- They are unhappy; or
- They are copying what they have seen others do before, or what has been done to them.

The effects of bullying

All forms of bullying cause psychological, emotional and physical stress. Each child's response to being bullied is

unique, however some signs that may point to a bullying problem are:

- Depression and anxiety;
- Increased feelings of sadness, helplessness, decreased self-esteem and loneliness;
- Loss of interest in activities they used to enjoy;
- Unexplainable injuries;
- Lost or destroyed clothing, books, electronics, or jewelry;
- Frequent headaches or stomach aches, feeling sick or faking illness;
- Changes in eating habits, like suddenly skipping meals or binge eating. students may come home from school hungry because they did not eat lunch;
- Difficulty sleeping or frequent nightmares;
- Declining grades, loss of interest in schoolwork, or not wanting to go to school;
- Sudden loss of friends or avoidance of social situations; or
- Self-destructive behaviors such as running away from home, harming themselves, or talking about suicide.

3. Roles and responsibilities

The Education Act 2002, Education and Inspections Act and Equalities Act 2006 all make reference to a school's legal responsibility to prevent and tackle bullying. In addition the Independent School Standard Regulations 2010 Regulations states that the school should ensure that an effective anti-bullying strategy is drawn up and implemented.

By law, all state schools must have a behaviour policy in place and displayed on their website and must also follow anti-discrimination law. This means staff must act to prevent discrimination, harassment and victimisation within the school. Additionally, Wapping High School has developed this anti-bullying policy, a copy of which is available from the School office and on the School website, for parents, staff and students to access when and as they wish.

Schools have the legal power to make sure students behave and do not bully outside of school premises; for example, on public transport or in nearby public communal areas. If seen as appropriate, the Headteacher or staff can choose to report bullying to the police or local council. During school hours, including while students are taking part in school visits, after-school clubs and cyber-bullying, the School has direct responsibility to ensure students feel safe and secure.

The role of governors

The governing body supports the Headteacher in all attempts to eliminate bullying from the School. The governing body will not condone any bullying at all, and any incidents of bullying that do occur will be taken very seriously, and dealt with appropriately.

The governing body monitors incidents of bullying that do occur, and reviews the effectiveness of this policy regularly. The governors require the Headteacher to keep accurate records of all incidents of bullying and to report to the governors on request about the effectiveness of the School's anti-bullying strategies.

A parent or carer who is dissatisfied with the way the School has dealt with a bullying incident can make a complaint to the chair of governors. The complaint will be dealt with in accordance with the complaints policy which can be accessed from the School's website.

The role of the Headteacher

It is the responsibility of the Headteacher to implement the school's anti-bullying strategy, to ensure that all stakeholders are aware of the school policy, and that they know how to identify and deal with incidents of bullying. The Headteacher will report to the governing body about the effectiveness of the anti-bullying policy on request.

It is the Headteacher who must ensure that all students know that bullying is wrong, and that it is unacceptable behaviour in school. At Wapping High School our code of conduct is embedded. Assemblies regularly address the importance of anti bullying and our zero tolerance towards bullying. The ASPIRE programme teaches students about the different types of bullying and all student planners have an anti bullying pledge which is signed when students join.

The Headteacher will ensure that all members of staff receive sufficient training to be equipped to identify and deal with all incidents of bullying. This is usually delivered at the start of the academic year. The Pastoral Handbook also provides clear guidelines to staff of process and procedures.

The Headteacher along with the Pastoral leaders will set the school climate of mutual support and praise for success, so making bullying less likely. When students feel they are important and belong to a friendly and welcoming school, bullying is far less likely to be part of their behaviour.

The role of the staff

Members of staff will do all that they can to eradicate bullying; they will ensure that they follow the School's anti-bullying policy.

All members of staff routinely attend training that equips them to identify bullying and to follow School policy and procedures with regard to behaviour management. Guidance is provided in the Pastoral Handbook.

Staff use a range of methods to help prevent bullying and to establish a climate of trust and respect for all. They will use drama, role-play, stories etc. within the curriculum, to help students understand the feelings of bullied students and to practise the restraint required to avoid lapsing into bullying behaviour. Morning and afternoon tutor time is also be used to praise, reward and celebrate the successes of all students, and thus to help create a positive atmosphere.

Members of staff will keep a vigilant watch on suspected 'bullies'; any incidents will be handled carefully. It is important that the student responsible for initiating the bullying is dealt with appropriately. The person dealing with the incident will need to collect all the relevant information and then provide the Headteacher and Pastoral Leaders with a copy in order so that they can decide on an action. All cases are individual and various strategies will be employed by the Headteacher and Pastoral Leaders to address the issue.

Teachers and support staff will do all they can to support a child who is being bullied.

Bullying in the workplace

Incidents, where it has been deemed that a member of staff has been bullying a child, will be taken very seriously. The Headteacher, with the support of the governing body, will deal with this; formal action will be taken where necessary. Such action will also be taken if it is deemed that a member of staff is bullying other members of staff.

In the event of the Headteacher being involved in such incidents, reports will be given immediately to the Chair of Governors who will also take formal action where necessary.

The role of parents and carers

Parents and carers, who are concerned that their child might be being bullied or who suspect that their child may be the perpetrator of bullying, should contact their child's tutor immediately in a calm manner. If they are not satisfied with the action taken, they should contact the Head of House and then the Headteacher. If they remain dissatisfied, they should follow the procedure detailed above. Parents and carers have a responsibility to support the School's anti-bullying policy by actively encouraging their child to be a positive member of the School and this expectation of support is outlined in the Home-School Agreement.

The role of students

Students are encouraged to tell somebody they trust if they are being bullied, and if the bullying continues they must keep on letting people know; the students are taught a number of strategies to help them with this, especially through ASPIRE days, assemblies and the tutor pastoral programme. Students sign the Anti-Bullying Pledge in their planners to indicate that they will not be a bystander if they see bullying taking place and there are also 'we're listening' posters around school highlighting all the ways to report bullying.

Students are also encouraged to participate fully in activities that raise their awareness
about bullying in order that they clearly understand what to do if they, or another child, are being bullied.

4. Cyber-bullying

Wapping High School has a separate policy related to e-safety addressing the use of mobile technology, social media, appropriate online activity, security, access and monitoring procedures in place. Each child and parent/carer has signed the The ICT user agreement which states that Wapping High School aims to empower students to be purposeful, creative and safe users of ICT. This agreement is signed when students join the school and is also in their student planner.

If a bullying incident is directed at a pupil or staff member using technology either inside or outside school time the following action should be taken:

1. advise the recipient not to respond to the message and block the sender.
2. secure and preserve any evidence.
3. notify parents involved if an incident is discovered in school.
4. consider informing the police depending on the severity or repetitious nature of the offence.

5. Reporting, sanctions and monitoring

How to report bullying

1. A Student Incident Form can be collected from the school office or from a member of the Pastoral Team. Students can also email the designated safeguarding email address safe@wappinghigh.org if they have concerns. Posters for this are displayed in all classrooms, in student planners and open learning areas (Appendix F).
2. All the relevant information must be completed on the form, which can then be handed to a Head of House, the Student Post Box on the Ground Floor, or the online form/email will be submitted to the Pastoral Team.
3. Students may also report bullying verbally, and can do this by making an appointment to see a learning mentor, the Welfare Officer or speak directly to their tutor.
4. The Head of House has overall day-to-day responsibility for dealing with reported incidents and will forward details to the relevant members of staff to investigate.
5. Alternatively any member of staff can be approached to report incidents of bullying, and they in turn will report to the Head of House.

Procedures

The following steps must be taken when dealing with incidents of bullying:
1. If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached, or who suspects/observed the bullying.
2. The Head of House must be informed immediately.
3. A clear account of the incident will be recorded in writing either by the victim or the member of staff recording the victim's verbal statement. (Appendix A) the staff member should also record their account if they witnessed the bullying (Appendix B).
4. The Head of House will interview all concerned and will record the incident on the School's google drive spreadsheet database.
5. Parents will be kept informed through a telephone call by the Head of House.
6. Subject teachers will be kept informed and asked to monitor the situation.
7. A range of sanctions will be used as appropriate and in consultation with all parties concerned. These sanctions could include: verbal or written warnings, restrictions of break and lunchtime activities, internal and fixed-term exclusions, and in the event of persistent bullying, permanent exclusion. Where appropriate the Head of House may inform the Safer Schools Officer.
8. Mediation will take place between the students involved, and a Mediation Agreement will be completed to ensure the student understands the steps to undertake to ensure they are not involved in bullying again (Appendix C).
9. Students who are involved in incidents of bullying will also need to sign an Acceptable Behaviour Contract (Appendix D) to show that they are willing to make changes to their behaviour.
10. There will be a bi-annual audit and analysis of incident logs and interventions to continually improve practice.

This School has set procedures to follow in implementing sanctions where a bullying
incident has occurred, and as described above, sanctions are applied in appropriate proportion to the event. In the event of all other avenues being exhausted, or in particularly serious cases that lead to exclusion, governors will examine the evidence that a wide range of strategies had been tried and failed to affect a positive change in the bullying behaviour.

Monitoring, evaluation and review

1. Governors, the Headteacher and relevant staff will review this policy bi-annually and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the school.
2. The School Council will review the effectiveness of the policy biannually and their views given to the headteacher.
3. An approved DFES pupil questionnaire will be given to a representative cross-section of students every year. The resulting data will be considered in the annual policy review and reported to governors.
4. A record of all such incidents will be kept both centrally and on students' files.
5. The numbers of incidents will be reported to governors annually or provided to them at any time on request.
6. Bullying data will be analysed to reflect and re-design further strategies to improve procedures.

6. Strategies to reduce bullying

Wapping High School has adopted a range of strategies to prevent and reduce bullying, to raise awareness of bullying and support victims and those displaying bullying behaviour, including:

- The consistent promotion and use of the Students' behaviour - Attitudes for Learning Policy, which requires all students to respect the rights of others;
- The reinforcement of the clear message that violence has no place at Wapping High School;
- Consultation with the 'Student Voice' on appropriate action;
- Posters and images displayed around school and pledges in planners reinforcing expectations on anti bullying, community cohesion ('we're listening posters' around school displaying how to report concerns Appendix G).
- Take part in initiatives such as Anti-Bullying Week;
- Celebration of LGBT History month.
- Training for all members of staff on anti-bullying policy and strategy;
- The supervision by School staff of all play areas at lunch times and breaks;
- Providing information to all parents on the symptoms of bullying and the steps to take if the suspect their child is being bullied;
- A clear policy of mobile phones not permitted to be in use during school hours;
- The celebration of all student backgrounds and cultures through assemblies;
- During assemblies and ASPIRE PSHE days, discuss and explore bullying issues with the students;
- Raising awareness of cyber-bullying and teaching students to safely use technology (including mobile phones, social media, email and the Internet);
- All websites accessed in School are screened. This software screens the language used in all documents, emails and websites. Rude or offensive emails, websites, documents are sent to Heads of House. Action will be taken and recorded;
- Effective recording systems via the school data base on Epraise/SIMS;
- Work with multi-agency teams including police and Children's Services as appropriate;
- Contact with the parents of both the child being bullied and the bully;
- Challenge of sexual content within verbal abuse, especially challenging the word 'gay' and other homophobic language

6. Useful websites

www.bullying.co.uk

www.anti-bullyingalliance.org.uk
www.childline.org.uk
www.kidscape.org.uk
www.each.education
www.youngminds.org.uk
www.youngstonewall.org.uk
www.nspcc.org.uk
www.stoptextbully.com
www.beyondbullying.com
www.childnet-int.org

www.cyberbullying.org
www.chatdanger.com
www.thinkuknow.co.uk

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Appendices

APPENDIX A - Student Incident Form

Student incident report

Date of incident _____ Time of incident _____

Name of student completing this report

_____

Other students involved

_____

Details of incident (who? what? where? when? how? why?)

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

TO BE COMPLETED BY STAFF

Referred to _____   Report collected by _____

Action points
1. _____
2. _____

APPENDIX B - Staff Incident Form

Staff Incident Report

Please 'Make a Copy' of this form in order to create a new, editable version.
This form must be signed, scanned and emailed to the Head of House.
Any urgent safeguarding concerns should be emailed to safe@wappinghigh.org

Completed by:

Student's Name:

Tutor Group:

Time:

Date:

Location:

Nature of Incident:

Please detail the incident in the space below:

Signature: _____   Date: _____

Communication Checklist:

☐ Parent of student(s)   By whom:_____   Date:_____

☐ Parent of victim   By whom:_____   Date:_____

☐ Tutor   By whom:_____   Date:_____

☐ Reporting Teacher   By whom:_____   Date:_____

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APPENDIX C - Student Mediation form

Student Mediation Agreement

Outline of situation
_____
_____
_____
_____
_____

Ground Rules
1. Be willing to solve the conflict
2. Tell the truth at all times
3. Listen without interrupting
4. Show respect even if undeserved
5. Comply with this agreement

We all agree:
1. _____
_____
_____
2. _____
_____
_____
3. _____
_____
_____

We have all agreed to honour this mediation agreement as witnessed by

Mediator	Role	Date

We understand that if any of us do not follow this agreement it could result in disciplinary action.

Name of student	Tutor group	Date	Name of student	Tutor group	Date

We have agreed that this agreement can be shared with: _____

APPENDIX D- Acceptable Behaviour Contract

Wapping High School

Acceptable Behaviour Contract

Student: _____ Date: _____

While I am a student at Wapping High School:

1. I will play nicely with my friends and NOT use physical contact; including pushing, pulling even in a friendly way.

2. I will share equipment with other students and take it in turns to play.

3. I will tell the member of staff on duty if I have a problem.

4. I will play nicely with my friends and NOT use physical contact; including pushing, pulling even in a friendly way.

5. I will treat other students with respect and not say anything insulting or use hurtful language towards them.

6. I will not encourage confrontation or unacceptable behaviour of other students either on my own or with my friends as a group.

7. I will not argue with staff or be disrespectful. I will be polite in words and actions to others.

Signatures:

Student: _____ Date _____

Parent/Carer: _____ Date _____

Member of staff: _____ Date _____

APPENDIX E- Act Now Report Bullying

Appendix F- Safeguarding Poster

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