

**SHIRLEY HIGH SCHOOL
PERFORMING ARTS COLLEGE
Anti-Bullying Policy (including Cyber-Bullying)**

Mission statement: We deliver high quality teaching and learning in an environment that meets the needs of our students, so that all achieve and enjoy.

Philosophy

Shirley High School Performing Arts College promotes a safe learning environment where everyone feels able to enjoy and achieve and where success is recognised and rewarded. We aim to keep bullying to a minimum so that all students are able to achieve and enjoy.

We believe that for everyone to benefit from our learning community, Shirley High School should be a place where students, staff, helpers, families and other visitors are made to feel welcome and comfortable and where everyone is treated with respect in an atmosphere free from intimidation.

We believe that all children and young people have the right to protection from harm, neglect and abuse and that their wellbeing is of paramount importance. Shirley High School aims to ensure good relationships between, and good behaviour towards, all members of its community and that learning and personal development takes place in a climate of trust, safety and confidence.

The school has a system of rewards which aims to motivate and encourage students as well as helping to build individual self-confidence and self-esteem. Shirley High School values everyone's unique contribution to our community and has a system of core values which underpins our ethos.

Everyone has a responsibility for safeguarding and promoting the well being of all students and all staff have a duty of care, to ensure our students are protected from harm so that all can work and study in a safe environment.

Principles

The school will:

- Adopt a definition of bullying that is agreed across the school and accepted across the local community.
- Have a consistent approach to any bullying incidents that occur.
- Raise awareness of bullying and promote positive relationships based on mutual respect.
- Seek to involve all stakeholders in the implementation and monitoring of this policy.
- Promote positive action to prevent bullying through our Personal Development programmes (PSHEE, WRL & Progression) and related activities.
- Provide support for all members of the school community that may be involved in dealing with an incident of bullying.
- Provide appropriate training for both staff and students to support the implementation of the policy across the school.
- Ensure fair treatment for all, regardless of age, culture, disability, gender, religion or sexuality, and encourage understanding and tolerance of different social, religious and cultural backgrounds.

Definition of bullying:

'A persistent, deliberate attempt to hurt or humiliate someone'

There may sometimes be misunderstanding about the meaning of the term 'bullying'. One-off incidents, whilst they may be very serious and must always be dealt with, do not fall within the definition of 'bullying'.

Types of bullying

There are various types of bullying, but most have three things in common:

- It is deliberately hurtful behaviour.
- It is repeated over time.
- There is an imbalance of power, which makes it hard for those being bullied to defend themselves.

There are various forms of bullying which include:

- Physical – e.g. hitting, kicking, taking belongings.
- Verbal – e.g. name calling, insulting, racist remarks.
- Indirect – e.g. spreading malicious rumours, excluding individuals from social groups, family feuds brought into school.

- Cyber – e.g. use of email, social networking sites, mobile phone messaging to spread rumours, make malicious comments. (further information for reference in Appendix 1)

The lives of students who are bullied are made miserable; they may suffer injury, they may attend erratically, they may lose self-confidence, and they are likely to underachieve educationally and socially. Many of the outward signs of bullying can be the same as other indicators of abuse such as:

- non accidental injuries (including self abuse)
- low self esteem, unhappiness, fear, distress or anxiety.

If unchecked, others may come to see bullying behaviour as acceptable within the school. It is not unknown for victims to become bullies of younger or more vulnerable students than themselves. Bullying can and frequently does have long term effects on victims which may affect their adult lives.

Cyber-bullying

Cyberbullying is defined as the use of ICT, particularly mobile phones and the internet, to deliberately upset someone else. It can be an extension of face to- face bullying, with technology providing the bully with another route to harass their target. However, it differs in several significant ways from other kinds of bullying: the invasion of home and personal space; the difficulty in controlling electronically circulated messages; the size of the audience; perceived anonymity; and even the profile of the person doing the bullying and their target.

Cyberbullying can also affect members of school staff and other adults; there are examples of staff being ridiculed, threatened and otherwise abused online by students.

See Appendix 1 for further details.

Roles and Responsibilities

The Principal is ultimately responsible for the well being of all students and staff. All staff, students, parents and governors should be made aware of the policy alongside awareness being raised of the issues associated with bullying in schools.

The Senior Vice Principal with responsibility for student wellbeing has been designated to oversee the safeguarding and well being of students. Their role includes the following responsibilities:

- To liaise with the Principal on all matters regarding the safeguarding of children.
- To ensure the appropriate Head of Year monitors students involved in bullying and keeps the parents/carers informed.
- To monitor and record all reports of incidents of bullying. Incidents of bullying with prejudiced related content or motivation will be recorded in line with the "Guidelines and Procedures for Dealing with Prejudiced Related Incidents" found in the Community Cohesion Policy.
- To liaise with the police as necessary.

The Vice Principal with responsibility for SMSC has been designated:

- To ensure all staff are aware of the contents of the 'Anti-Bullying Policy' and that its procedures are adhered to, through regular training.
- To liaise with appropriate staff to ensure the implementation of whole school initiatives to highlight aspects of bullying, including Anti-Bullying Week.
- To ensure the use of appropriate assemblies/ Thought for the Day to highlight aspects of bullying, including Anti-Bullying Week.

The Head of ICT & Business Studies and the School IT Network Manager are responsible for the monitoring of the Student Guidelines for Network and Internet Use policy. Students who violate the rules included in this policy will be sanctioned.

School staff have the following responsibilities:

- Staff should be alert to any potential incident of bullying and intervene when instances are noticed.
- Minor incidents of disagreement should be addressed by form tutors/subject teachers and can be dealt with effectively by reference to the schools Golden Rule:-
Students are expected to show consideration and respect to all members of the school and local community at all times.

- Incidents that constitute bullying should be referred to the victim/bully's form tutor who will liaise with the Head of Year over action to be taken.
- The Head of Year is responsible for clarifying the facts through thorough investigation and taking statements from the bully, any victims and witnesses.
- The Head of Year, having clarified the facts, will inform all parents / carers of the incident, record the incident and liaise with the Vice Principal with responsibility for student wellbeing regarding the sanction.
- Bullying is a serious offence in the schools Behaviour Policy and following appropriate investigation and considering the circumstances and history, any of these strategies can be applied:-
 - Internal seclusion, during break and lunchtime, until investigation completed
 - Detention
 - Fixed term seclusion
 - Fixed term exclusion
 - Permanent exclusion
 - Mediation / Restorative approaches
 - Referral for counselling / victim support
 - Written or verbal apology
 - Parent/carer interview with HoY and SLT member leading to parental assistance in applying support or strategies or deterrents as necessary
 - Continued monitoring of victim/bully individually
 - Referral to external agencies e.g. Social Services, Educational Psychologist, Police

Students have the following responsibilities:

- Ensuring that previous victims of bullying are not isolated from groups of friends.
- Intervening when someone is being bullied and making it clear to the bully that their actions are disapproved of.
- Informing a member of staff that bullying is happening.
- Encouraging the victim to join in activities and groups.
- Discussion and consideration of bullying issues in PSHEE lessons and Tutor time.

Allegations against staff

Shirley High School believes that all members of the school community are entitled to protection from bullying. Inappropriate behaviour between students or staff will not be tolerated and any concerns or allegations of impropriety will be dealt with quickly, fairly and sensitively through the Grievance Procedure Policy.

Any staff disclosing information, regarding inappropriate behaviour by colleagues, will be listened to and supported by the Senior Leadership Team, in line with the 'Whistle Blowing Policy'.

Links with other policies

This policy has been developed and evaluated with a view to safeguarding and promoting the wellbeing of all our students.

It links with the following policies which can be read in conjunction:

- Child Protection Policy
- Behaviour Policy
- Inclusion Policy
- Attendance and Punctuality Policy
- Teaching and Learning Policy
- Spiritual and Personal Development Policy (inc. PSHEE)
- Community Cohesion Policy
- E- Safety Policy (including Student Guidelines for Network and Internet Use and Responsible Internet Use Policy - published in the student planners; SLG Acceptable Use Policy; Bring Your Own Device in the Sixth Form Policy; & Staff Acceptable Use Policy)

This policy is linked to the following information published in the Student Planners:

- Home – School Agreement
- Student Guidelines for Network and Internet Use and Responsible Internet Use
- Code of Conduct
- School Rules
- Anti-Bullying Student Policy and Pledge

Evaluation and Monitoring

This policy is a dynamic document and will be updated as new guidance is produced or, in response to research, review or other events that have not previously been covered in depth.

Monitoring of the policy will involve consideration of the following data; any reduction in the number of incidents referred for attention; monitoring individual victims/bullies with a view to improved circumstances; positive feedback

from parents, students and staff; monitoring of the willingness in students to report instances of concern; tracking of incidents to inform future decisions on availability of network and infrastructure that can access the internet.

Appendix 1 - Cyber-bullying

Key Safety Advice

For Children & Young People

1. Always respect others – be careful what you say online and what images you send.
2. Think before you send – whatever you send can be made public very quickly and could stay online forever.
3. Treat your password like your toothbrush – keep it to yourself. Only give your mobile number or personal website address to trusted friends.
4. Block the bully – learn how to block or report someone who is behaving badly.
5. Don't retaliate or reply!
6. Save the evidence – learn how to keep records of offending messages, pictures or online conversations.
7. Make sure you tell:
 - an adult you trust, or call a helpline like ChildLine on 0800 1111 in confidence;
 - the provider of the service; check the service provider's website to see where to report incidents;
 - your school – your form tutor or your Head of Year can help you.

Finally, don't just stand there – if you see cyber-bullying going on, support the victim and report the bullying. How would you feel if no one stood up for you?

Key Safety Advice

For Parents & Carers

1. Be aware, your child may as likely cyber-bully as be a target of cyber-bullying. Be alert to your child seeming upset after using the internet or their mobile phone. This might involve subtle comments or changes in relationships with friends. They might be unwilling to talk or be secretive about their online activities and mobile phone use.
2. Talk with your children and understand the ways in which they are using the internet and their mobile phone. See the seven key messages for children (on the left) to get you started.
3. Use the tools on the service and turn on in-built internet safety features.
4. Remind your child not to retaliate.
5. Keep the evidence of offending emails, text messages or online conversations.
6. Report cyber-bullying:
 - Contact the school if it involves another student, so that appropriate action can be taken.
 - Contact the service provider.
 - If the cyber-bullying is a potential criminal offence, you should consider contacting the police.

The table below explores the range of ways today's technology can be used.

Technology	Great for:	Examples of misuse:
Mobile phone	Keeping in touch by voice or text, taking and sending pictures and film, listening to music, playing games, going online and sending emails. Useful in emergency situations and for allowing children a greater sense of independence.	Sending nasty calls or text messages, including threats, intimidation, and harassment. Taking and sharing humiliating and/or inappropriate images. Videoing other people being harassed and sending these to other phones or internet sites.
Instant Messaging Services	Text or voice chatting live with friends online. A quick and effective way of keeping in touch even while working on other things.	Sending nasty messages or content. Using someone else's account to forward rude or mean messages via their contacts list.
Chatrooms & message boards	Groups of people around the world can text or voice chat live about common interests. For young people, this can be an easy way to meet new people and explore issues which they are too shy to talk about in person.	Sending nasty or threatening anonymous messages. Groups of people deciding to pick on or ignore individuals. Making friends under false pretences – people pretending to be someone they're not in order to get personal information that they can misuse in a range of ways – e.g. by spreading secrets or blackmailing.
Emails	Sending electronic letters, pictures and other files quickly and cheaply anywhere in the world.	Sending nasty or threatening messages. Forwarding unsuitable content including images and video clips, or sending computer viruses. Accessing someone else's account, e.g. to forward personal emails or delete emails.
Webcams	Taking pictures or recording messages. Being able to see and talk to someone live on your computer screen. Bringing far-off places to life or video conferencing.	Making and sending inappropriate content. Persuading or threatening young people to act in inappropriate ways. Using inappropriate recordings to manipulate young people.
Social network sites	Socialising with your friends and making new ones within online communities. Allowing young people to be creative online, even publishing online music. Personalising homepages and profiles, creating and uploading content.	Posting nasty comments, humiliating images / video. Accessing another person's account details and sending unpleasant messages, deleting information or making private information public. Groups of people picking on individuals by excluding them. Creating fake profiles to pretend to be someone else, e.g. to bully, harass or get the person into trouble.
Video hosting sites	Accessing useful educational, entertaining and original creative video content and uploading your own.	Posting embarrassing, humiliating film of someone
Virtual Learning Environment	School site, usually available from home and school, set up for tracking and recording student assignments, classwork and homework, tests and activities, messaging.	Posting inappropriate messages or images. Hacking into someone else's account to post inappropriate comments or delete schoolwork.
Gaming sites Consoles & Virtual worlds	Live text or voice chat during online gaming between players across the world, or on handheld consoles with people in the same local area. Virtual worlds let users design their own avatars – a figure that represents them in the virtual world.	Name-calling, making abusive / derogatory remarks. Players may pick on weaker or less experienced users, repeatedly killing their characters. Forwarding unwanted messages to other devices in the immediate vicinity.

