

**John Spendluffe  
Foundation  
Technology  
College**



**JSTC**

**Anti-Bullying Policy**

# John Spendluffe Technology College

## Anti-Bullying Policy

*The John Spendluffe Technology College takes the issue of bullying very seriously.*

*“We believe that bullying at any level is a barrier to learning and positive relationships.”*

The policy and procedures of this college will ensure that any student who is proved to be bullying other people will be re-educated as well as being sanctioned.

We all know that every school experiences bullying in varying degrees of severity. We believe that the ways that are used to deal with the problem will help to reduce the number of bullying incidents.

We are committed to providing a friendly, safe and caring college where everyone can be comfortable and achieve their potential. We aim to provide an atmosphere of trust so that students feel secure in themselves and their place in the College.

If bullying does occur, all students should be able to tell any member of staff and know that incidents will be dealt with promptly and effectively.

We wish to promote the message that we are a “TELLING SCHOOL”. This means that anyone who knows that bullying is happening is expected to tell an adult in the college.

Although this policy refers to ‘students’ the governors of John Spendluffe Technology College wish to state that any form of bullying whether student to student; student to staff; staff to staff; parent to staff is totally unacceptable and this policy is therefore relevant where *any* bullying situation emerges.

### **We recognise that bullying includes the following:-**

- People calling you names
- Making things up to get you in trouble
- Hitting, pinching, pushing and shoving
- Taking things away from you
- Damaging your belongings
- Stealing your money
- Taking your friends away from you
- Spreading rumours
- Threats and intimidation
- Making silent or abusive phone calls
- Sending you offensive text messages
- Posting insulting messages on the internet or by IM
- Bullies can also frighten you so that you don’t want to go to school, so that you pretend to be ill to avoid them
- Being attacked because of your religion, race, gender, sexuality, disability, appearance, ethnicity or race.

## **Why is it important to respond to Bullying?**

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Students who are bullying need to learn different ways of behaving.

The college has a responsibility to respond promptly and effectively to issues of bullying.

### **Objectives of this policy:-**

- To ensure that all governors, teaching and non-teaching staff, students and parents should have an understanding of what bullying is.
- To make clear that all governors, teaching and non-teaching staff know what the college policy is on bullying and follow it when bullying is reported.
- To make clear that all students and parents know what the college policy is on bullying, and what they should do if bullying arises.
- To ensure that students and parents are assured that they will be supported when bullying is reported.
- To make it understood that bullying will not be tolerated.

### **Signs and Symptoms:-**

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:-

- Is frightened of walking to or from college
- Doesn't want to go on the college/public bus
- Begs to be driven to college
- Changes their usual routine
- Is unwilling to go to college (school phobic)
- Begins to truant
- Becomes withdrawn, anxious or lacking in confidence
- Starts stammering
- Attempts to threaten suicide or runs away
- Cries themselves to sleep at night or has nightmares
- Feels ill in the morning
- Begins to do poorly in college work
- Arrives home with clothes torn or books damaged
- Has possessions which are damaged or "go missing"
- Asks for money or starts stealing money (to pay bully)
- Has dinner or other monies continually "lost"
- Has unexplained cuts or bruises
- Comes home hungry (money/lunch has been stolen)
- Becomes aggressive, disruptive or unreasonable
- Is bullying other children or siblings

- Stops eating
- Is frightened to say what's wrong
- Gives improbable excuses for any of the above
- Is afraid to use the internet or mobile telephone
- Is nervous and jumpy when a cyber message is received.

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

### **Procedures:-**

1. Report bullying incidents to any member of staff and if it recurs, tell the same member of staff again.
2. In cases of serious bullying, the incidents will be recorded by staff
3. In serious cases parents will be informed and will be asked to come in to a meeting to discuss the problem
4. If necessary and appropriate, police will be consulted
5. The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly
6. An attempt will be made to help the bully (bullies) change their behaviour.

### **Outcome:-**

1. The bully (bullies) may be asked to apologise genuinely. Other consequences may take place, in the form of detentions and community service
2. The college behaviour policy will be referred to and in serious cases, isolation, suspension or even exclusion will be considered
3. If possible, the students will be reconciled
4. After the incident/incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

### **Prevention:-**

We will use various methods for helping children to prevent bullying. As and when appropriate, these will include:-

- Citizenship programme
- Writing stories and poems or drawing pictures about bullying
- Reading stories about bullying or having them read to a class or assembly
- Making up role-plays
- Having discussions about bullying and why it matters
- Signing a behaviour contract
- Peer support.

**Basis for effective action:-**

- A Code of Conduct that makes clear unacceptable behaviour
- Through Citizenship, PSHE curriculum
- Through tutor time activities
- Staff and prefects are visible on corridors and other areas out of lesson times
- Periodic training of staff and prefects to ensure consistency of approach
- Records of student behaviour used to set targets and to discuss progress with parents
- Annual awareness raising days for students.

**Implementation of our statutory duty:-**

**The College** will ensure that the following steps will be taken when dealing with incidents:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached
- A clear account of the incident will be recorded and given to the appropriate Vertical Learning Manager/Assistant Learning Manager or the Leadership Team
- The Vertical Learning Manager/Assistant Learning Manager or Leadership Team will ensure that interviews will be carried out for all concerned and the incident will be recorded
- Tutors will be kept informed and if it persists the Tutor will advise the appropriate subject teachers
- Parents will be kept informed
- Punitive measures will be used as appropriate and in consultation with all parties concerned.

**Students** who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with a Tutor or member of staff of their choice
- Reassuring the student
- Offering continuous support
- Restoring self-esteem and confidence.

**Students who have been named as bullies will be helped by:**

- Discussing what happened
- Discovering why the student became involved
- Establishing the wrong doing and need to change
- Informing parents or carers to help change the attitude of the student.

**The following disciplinary steps can be taken:**

- Official warnings to cease offending
- Arrangements to be made to attend anti-bullying sessions
- Detention
- Exclusion from certain areas of college premises
- Minor fixed-term isolation in the ILB eg 1 day
- Major fixed-term isolation in the ILB eg 5 or more days
- Suspension from college for fixed duration or in exceptional circumstances Permanent exclusion.

Within the curriculum the college will raise the awareness of the nature of bullying through inclusion in PSHE, Tutorial time, assemblies and subject areas, as appropriate, in an attempt to eradicate such behaviour.

**Monitoring, evaluation and review:**

The college will review this policy annually and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the college.

## **Policy Documents**

The following policy document was presented to the Governing Body of John Spendluffe Technology College and approved and adopted by them on the date stated.

Policy: Anti-Bullying

Date: 9 July 2014