

# GREENSIDE FILM FACTORY

## Anti-Bullying Policy



**September 2016**

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The Local Governing Body of Greenside adopted this policy on  
1<sup>st</sup> Sept '16

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### **Anti-Bullying Policy**

#### **Introduction**

Greenside believes that all students should be able to learn in a supportive, caring and safe environment without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated. If bullying does occur, all students should know who to tell and know that incidents will be dealt with promptly and effectively.

All staff must be alert to signs of bullying and act promptly and firmly against it in accordance with Greenside policy.

#### **Definition of bullying**

Bullying is defined as deliberately hurtful behaviour, repeated over a period of time, where it is difficult for those being bullied to defend themselves.

Bullying occurs when an individual or group uses strength or power to hurt, either physically or emotionally, by intimidating or demeaning others. It is usually persistent and often covert, and is a conscious attempt to hurt, threaten or frighten someone.

The three main types of bullying are:

- physical (hitting, kicking, pushing, theft)
- verbal (name calling, persistent teasing)
- indirect (spreading rumours)

Bullying includes:

- emotional (excluding someone, ridicule, humiliation)
- racist (racial taunts, graffiti, gestures)
- sexual (unwanted physical contact or abusive comments)
- homophobic (hostile or offensive actions against gay, lesbian or bisexual people)
- cyber (threats by text messaging, calls, emails or chat room misuse)

Bullying can often take place in the presence (virtual or physical) of others who become the “bystanders” or “accessories”. In cyber bullying, bystanders can easily become perpetrators – by passing on or showing to others images designed to humiliate or taking part in online discussion groups. Students may not recognise themselves as participating in bullying but their involvement compounds the misery of the person targeted.

#### **Effects of bullying**

Students who are being bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, lacking concentration or truanting from Greenside. Students must be encouraged to report bullying in schools. Bullying has an impact on its victims’ attendance and attainment at Greenside, and can have a life-long effect on some young people’s lives.

#### **Statutory Duty of Schools**

Head teachers have a legal duty under the School Standards and Framework Act 1998 to draw up procedures to prevent bullying among Students and to bring these procedures to the attention of staff, parents/ carers and Students.

#### **The aims of the policy**

Greenside aims to:

- Increase awareness of the problem and effects of bullying
- Encourage students to report concerns regarding bullying

- Develop the self-confidence and self-esteem of all students
- Promote an anti-bullying ethos amongst the whole community

### **Signs and Symptoms**

There are certain signs and behaviours which may indicate that a child is being bullied. Staff and parents should be aware of these possible signs and they should investigate if a child:

- is frightened of walking to or from Greenside
- is unwilling to go to Greenside
- begins to truant
- becomes withdrawn, anxious or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in learning
- 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 frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- 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.

### **Prevention**

Greenside will take steps to prevent bullying occurring:

- Students will be informed of the Greenside's zero-tolerance policy by their Class Teacher at regular and appropriate intervals, and the actions that will be taken to prevent bullying taking place. SMSC morning slots and Assembly time will also be used to challenge the notion that there can be innocent, neutral bystanders with regards to the issue of bullying.
- We believe a preventative approach to anti-bullying is crucial and identify teaching and learning opportunities in our Curriculum to raise awareness (through texts and workshops). We offer opportunities to discuss feelings using such strategies as Circle Time – which is used as one vehicle for the delivery of SMSC
- Strong anti-bullying messages will be delivered through our SMSC slots, and, on occasion, through specialist workshops, throughout each year.
- Greenside recognises that there are particular times when students may be more vulnerable to bullying – lunch and break times and the beginning and end of the day. Arrangements will be made to ensure that at such times there is adequate supervision available to reduce the risk of bullying incidents.
- Greenside will identify any locations around the site where incidents of bullying are more likely to occur. Arrangements will be made to ensure that these are properly supervised or students will be forbidden access to these areas.

- Stereotypical views are challenged and students encouraged to appreciate and view positively the differences in others whether arising from race, culture, gender, sexuality or disability.

### **Parental involvement**

Greenside is firmly committed to working in partnership with parents/carers and believes that the best outcomes emerge when staff and parents/carers are able to work together when bullying occurs. We recognise the important influence which parents/carers have on their students and would wish to enlist their support when their child is involved in bullying – either as victim or a perpetrator.

Parents/carers who believe their child is the victim of bullying should share their concerns with their Class Teacher at the earliest opportunity and be prepared to work with staff to keep their students safe in future. All expressions of concern will be taken seriously and investigated thoroughly.

### **Implementation**

Greenside will take firm and decisive action to deal with any incident of bullying which is witnessed by or reported to any member of staff. When a member of staff receives information, either directly or indirectly, that a child may have been the victim of a bullying incident, this report will be taken seriously and investigated. Greenside will offer a proactive, sympathetic and supportive response to students who are the victims of bullying.

Our approach to incidents of bullying is based on a model of Restorative Justice.

All staff involved in the teaching and/or supervision of students will take responsibility for addressing incidents of bullying, ensure that the victim receives the support required, ensure that the bully is informed of the unacceptability of their behaviour and a record is made of the incident.

### *General*

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 Head of School
- the appropriate adult will interview students where appropriate.
- Parents/carers will be kept informed
- Appropriate Restorative Justice measures will be used as appropriate and in consultation with all parties concerned.

### *The victim*

Students who have been bullied will be supported as appropriate by:

- offering an immediate opportunity to discuss the experience with their class teacher or member of staff of their choice
- reassuring the student that she/ he is not responsible for the bully's behaviour
- positive reinforcement that reporting the incident was the correct thing to do
- developing strategies to prevent further incidents
- sympathy and empathy
- counselling
- assertiveness training
- extra supervision/monitoring
- peer mentoring
- informing/involving parents/ carers
- offering continuous support
- restoring self-esteem and confidence
- adult mediation between the perpetrator and the victim

- arrangements to review progress

### *The perpetrator*

Greenside takes a supportive, pragmatic, problem-solving approach to enable students who have bullied to reform their behaviour; based on the model of Restorative Justice. Steps will be taken to change the attitude and behaviour of the bully, as well as ensuring access to any help that they may need. We will respond to incidents of bullying behaviour in a proportionate way – the more serious the cause for concern the more serious the response.

Students who have bullied will be helped by:

- discussing what happened
- discovering why the student became involved
- establishing the wrong doing and need to change
- counselling
- informing parents/ carers to help change the attitude of the student
- extra supervision/monitoring
- arrangements to review progress

When sanctions are felt to be necessary, they will be applied consistently and fairly. The following disciplinary steps can be taken:

- official warnings to cease offending
- loss of playtime
- detention
- exclusion from certain areas of premises
- minor fixed term exclusion
- major fixed term exclusion
- permanent exclusion

### **Monitoring and Evaluation**

A record of bullying incidents will be kept. This record will be analysed for patterns and to assess the effectiveness of the bullying policy. The policy will be promoted and implemented throughout Greenside.

This policy is reviewed by the Governors Curriculum Committee.