



**Pontypridd High School**

# **Anti-Bullying Policy**

February 2018

## Policy

Date of policy:	February 2017
Adopted:	February 2017 Reviewed 27 <sup>th</sup> February 2018, Wellbeing Committee Meeting
To be reviewed:	Spring 2020
Member of staff responsible:	Steve Diehl
Committee Responsible:	Pupil Wellbeing

### Rationale

- To safeguard and promote the welfare of pupils, the School seeks to provide a safe, secure and positive environment in which children and young people can maximise their potential and be treated with respect and understanding.
- The School acknowledges the importance of its pastoral role in the welfare of children and young people. Through the general ethos of the School we will seek to encourage pupils to report any incidents of bullying and offer appropriate support and intervention strategies for both the target and the bully.
- To acknowledge that bullying can take place at all levels and to endeavour to ensure that no member of the School community is subject to bullying of any kind by any other member of the School community.

Pontypridd High School will not tolerate bullying and incidents that are reported will be taken seriously and dealt with sympathetically and promptly. Bullying is never excusable.

### Aims

This policy outlines what the School will do to prevent and tackle bullying. The policy has been drawn up through the involvement of the whole School community. It aims to;

- take positive action to prevent bullying from occurring.
- encourage pupils not to suffer in silence.
- give all staff (teaching and non-teaching), governors, students and parents / carers an understanding of what bullying is and what they should do if bullying arises.
- work in partnership to raise awareness of bullying and to promote zero tolerance.

## **Definition**

Bullying is “behaviour by an individual or a group, usually repeated over time, that intentionally hurts another individual either physically or emotionally.” This would include issues of race, religion, culture, gender, sexuality, disability, special educational needs, language, nationality and home circumstances.

Bullying usually has a pattern and will not be a single incident. Some incidents which occur are not necessarily bullying. For example, an occasional disagreement or falling out between friends.

## **Identifying Behaviour as Bullying.**

Cases of bullying will be dealt with by the School but some of these examples could lead to Police involvement.

Examples of bullying are:

1. Verbal or physical abuse.
2. Threatening language or behaviour.
3. Threatening gestures.
4. Sexist or racist language and harassment.
5. Theft of money, personal possessions, or blackmail.
6. Isolation / silent treatment.
7. Spreading rumours or malicious gossip.
8. Cyber bullying – unpleasant/threatening texts or ‘online’ messages.
9. Encouraging others to bully.
10. Mocking achievement.

Signs that students are being bullied may include:

- injuries that are not properly explained
- noticeable weight loss or complaints about hunger
- refusal to change for PE lessons
- poor or deteriorating school work
- reluctance to attend school
- problems with sleeping
- possessions or money often lost or broken
- reluctance to go into yard
- constant attention seeking
- evidence of self harm
- unexplained change in behaviour.

### **Strategies for the School**

- All staff are responsible for supporting and implementing the School's Anti Bullying Policy.
- There will be awareness raising of the Policy in Assemblies, Form Tutor periods, PSE lessons and as part of subject areas.
- The School will investigate any report of bullying and will notify parents / carers if their child is involved in instances of bullying.
- The Anti Bullying Policy will be available on the School's website.

### **Strategies for Students**

- Students who suffer or witness bullying can report incidents to any member of staff they feel comfortable to talk to.
- Students who suffer cyber bullying should save texts messages so that evidence is available if needed.
- Students should report incidents to their parents / carers.
- Students should always do the following - try to ignore the bully, act as though they don't care about what bullies say or do. Firmly tell them to go away or walk away. Try not to look upset. Try to keep calm. Do not get angry or fight back. Try to avoid places where bullying happens. Never respond to nasty texts or emails.

### **Strategies for Parents / Carers**

- If parents / carers are concerned about any incidents involving students they should contact the School's Wellbeing Team.
- Parents / Carers may contact by phone, in writing (letter or e-mail) or in person.

## Procedures

- The School will promptly respond to any report of bullying. All matters will be treated in confidence and sympathetically.
- Students who report an incident will be spoken to about the matter. They may be asked to provide names of witnesses and / or evidence to assist investigations. Students may be asked to write an incident report.
- The matter will be investigated. The person accused of bullying and possible witnesses will be interviewed.
- The student who is the target of bullying may be asked to keep a diary of incidents.
- The bully and person who is the target of the bullying may be interviewed together, depending on circumstances, in an attempt to resolve conflict. A Restorative approach may be employed.
- If incidents are reported to members of the peer mediator team, the matter may be resolved using such people
- If a student is deemed to have bullied another, a number of sanctions may be employed in line with the school Positive Relationships policy;
  - After school detention
  - Isolation
  - Restorative approach and meeting between all people involved
  - Letter home to parents / carers
  - Parents / carers will be asked to attend a meeting at school
  - Move class
  - Exclusions (fixed term)
  - Permanent exclusion

Students involved in cases of bullying may be referred to outside agencies if deemed appropriate e.g. behaviour support, Eye to Eye counselling, educational psychologist. In some cases, the School may advise students and parents / carers to report incidents to the Police.

Parents / carers will be kept informed of steps taken to resolve incidents. Staff dealing with reports of bullying incidents must complete a "Bullying Incident Report Sheet" (Appendix A). The School provides data on bullying incidents to the Local Authority as required.

## Monitoring and Evaluation of Policy and Procedures

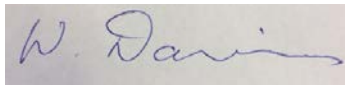
The School will review the Policy at least once every two years and / or more often if incidents occur that suggest a need for review.

The School will use information on bullying incidents to identify any problems or areas where further work may be needed.

Approved by:



Mr H Cripps, Headteacher



Mr W Davies, Chair of Governors

Date:

February 2017

Appendix A



# Bullying Incident Report Form

<b>Reported by :</b>	<b>Role :</b>
<b>Date(s) of incident(s) :</b> .....	
<b>Time(s) of incident(s) :</b> .....	
<b>Locations(s) of incident(s) :</b> .....	
<b>Details of people involved</b>	
Please include names, genders, ages, ethnic origin, and children in care or children with ALN and each child's role - ringleader, outsider, reinforcer, assistant, defender, victim - and level of involvement.	
1 = very involved 2 = involved 3 = slightly involved 4 = only indirectly involved	
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<b>Forms of bullying used:</b> <u>Tick</u> all that apply	
Physical aggression: possessions	Damaging or taking personal
Deliberately excluding	Verbal threats
Name calling and teasing	Spreading rumours
Cyber bullying	Extortion

Other (Define) .....

**Frequency and duration of bullying behaviour:** Tick the one that applies

Once or twice

Persisting over two months

Several times a week  
year

Persisting for more than a  
year

**Other notes on incident:** including relevant previous behaviour

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**Checklist:** Tick as appropriate

Does incident involve same person ?

Has a follow up date been set ?

Have parents / carers been notified ?

Has action been agreed with victim ?

Had individual discussions with all ?  
perpetrator ?

Has action been agreed with

Had group discussion with all involved ?

Are notes and comments attached ?



**Other actions:** Tick as appropriate

Medical treatment required ?

Referral to other agencies ?

Police involvement ?

Specific report from staff attached ?

Report to governors ?

Other ?

**Details of actions agreed with everyone involved - including parents and carers where appropriate:**

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**Follow up review dates and interventions:**

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**Completed by:**

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**Role:** ..... **Date ;**

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**Outcome of follow up and further actions taken:**

Has the bullying stopped?    Yes                      No

**Describe any other outcomes, who was involved and when they occurred:**

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