

# HARRIS ACADEMY MERTON

## ANTI-BULLYING POLICY 2011-2012

### 1) Statement of Intent

The Academy is committed to providing a caring and safe environment for all students so that they can learn in a secure atmosphere. Bullying of any kind is unacceptable in our Academy. If bullying does occur, all students should feel able to tell and know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell the staff.

#### What is bullying?

Bullying is aggressive or insulting behaviour by an individual or group, often repeated over a period of time, which hurts or harms.

Examples of bullying can be:

Verbal	name-calling, sarcasm, spreading rumours, teasing
Emotional	being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
Physical	pushing, kicking, hitting, punching or any use of violence
Racial	racial taunts, graffiti, gestures
Sexual	unwanted physical contact or sexually abusive comments
Homophobic	because of, or focusing on the issue of sexuality
Cyber	All areas of the Internet, such as email and Internet chat room misuse; Mobile phone threats by text messaging and calls and misuse of associated technology, i.e. camera and video facilities

### 2) Staff Procedures

#### What to do if you think a student is being bullied.

Encourage the student to talk about his/her experiences. It may help the student just to be aware that someone else knows.

#### What to do if a student complains of being bullied.

- Get a complete account of the incident or incidents. Are there friends, classmates or witnesses who can verify any accounts?
- Get a written statement from the student(s).
- If you can identify the bullies as other students from the Academy, talk to your line manager, e.g. Subject Co-ordinator / Faculty Director.
- The bullies should be spoken to regarding the complaint. An informal warning may be sufficient.
- *The student's Faculty Director must be informed as to what has happened.*
- The Student's Faculty Director will arrange for a member of staff, chosen by the student either being bullied or at risk of being bullied, to

offer support on a continual basis until such time as the student and his/her parent are satisfied that conditions have returned to normal.

- It may be appropriate to get the bullies and victims together to give their respective accounts and propose/agree to a solution – propose that sorting out the problem informally as individuals is preferable to the following scenarios: -
  - further sanctions (detention, exclusion)
  - a written record on student's Academy file (affecting future references)
  - parents being contacted
  - contacting the police (if the incident is serious)
  - referral to Educational Psychologist
- It may be appropriate to conduct separate follow-up meetings with the victim and bully to ensure that the problems have been sorted out.

### **What to do if you see a student being bullied.**

- Challenge the students' responsible – recording names and tutor groups.
- Record the incident in writing.
- Depending on the nature of the incident, it may be necessary to call the Duty Principal who will follow the procedures outlined in the policy.
- Arrange for a meeting to discuss the incident – pointing out possible scenarios.
  - further sanctions (detention, exclusion)
  - a written record on student's Academy file (affecting future references)
  - parents being contacted
  - contacting the police (if the incident is serious)
  - referral to Educational Psychologist

The meeting may involve students (bullies and victims) and any such staff as may be considered appropriate – Form Tutor, Faculty Directors, Subject Co-ordinator, Parents, *and* Student Welfare Officer.

- A follow-up meeting with the victim must take place to ensure that the situation has been resolved and that the student knows that he or she is supported by the Academy.
- A follow-up meeting with the bully must take place to ensure that the student is supported in modifying his or her behaviour. Targets may be set and progress towards them reviewed. Support for the bully may involve referral to another agency.

### **Possible signs that a student is being bullied.**

- A student may appear unusually withdrawn and uncommunicative.
- He or she may be unable to concentrate in class.
- His or her behaviour may change e.g. a student's participation in Academy and other activities may be lowered
- He or she may experience psychosomatic complaints.

- He or she may have unexplained cuts/bruises – or give unconvincing explanations.
- There may be unaccountable and repeatable damage or loss to bags, books, equipment and money
- There may be intermittent and long term absences from Academy
- A student may truant from the Academy.

**Self-help and peer/prefect support strategies.**

The following strategies were written by students for students and should be included in all student planners:

# HARRIS ACADEMY MERTON

## ANTI-BULLYING POLICY FOR STUDENTS

### **What to do if you are being bullied:**

- Find a member of staff that you can talk to. This member of staff will probably be able to help but remember that if you want the matter to remain confidential then the teacher may not be able to help.
- Talk to Prefects, Faculty Captains or Head Boy / Head Girl. You can talk to them in confidence.
- Tell a parent.
- Tell a friend whom you can trust.
- Tell anyone that you feel you can trust.

### **Steps to tackle bullies:**

- Give as complete an account as you can of what has happened to you.
- Are there friends, classmates or witnesses who can back up your story?
- You may have to give a written account of what has happened to you. Try to get a written statement from witnesses.
- Prefects can talk to bullies about why they bully.

### **What you do if you see a student being bullied:**

- Find a member of staff, or a prefect, and tell them exactly what has happened.
- Challenge the students responsible if you feel that you are able.
- Record the names and tutor groups of the bullies.

### **Possible signs that a person is being bullied:**

- A student may appear to be unusually withdrawn or quiet.
- He or she may be unable to concentrate in class.
- His or her behaviour may change.
- He or she may have unexplained cuts and bruises or give unconvincing explanations for these.
- He or she may be bunking Academy.

Mr. A. Halpin  
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