



**POLICY:** Anti-Bullying Policy

**STATUTORY:** Yes

**DATE AGREED:** June 2017

**REVIEW DATE:** June 2018

**RESPONSIBLE MEMBER OF STAFF:** Dean Wyatt

**GOVERNOR COMMITTEE:** Personnel and Welfare

**SIGNED HEADTEACHER:** A Evans

**SIGNED CHAIR OF GOVERNORS:** D Hiley



# ANTI-BULLYING POLICY

As a school we strongly believe that bullying is totally unacceptable. We recognise that incidents of bullying can be a complex problem that can be difficult to solve. We ensure high levels of staff supervision before school, after school, break and lunchtime to help prevent opportunities for bullying to take place. We have a House system in place which helps students to feel more secure because of the mixed ages in each House and the excellent support that is provided by tutors and pastoral staff.

All members of the school are expected to help develop an ethos based on caring, considerate and co-operative behaviour. We use a variety of methods and activities to ensure students understand that bullying in any form is unacceptable; that differences in people are to be celebrated and to see situations from other's perspectives. Examples of these methods include the use of Challenge Days, assemblies, PSHE, learning review standards, rewards systems and student leadership opportunities. The successful implementation of this Policy is discussed, monitored and reviewed by all members of our school community each year. Parents and students are encouraged to share their views in order that the policy be understood and implemented by all members of the school community.

We encourage students to speak out and tell someone if they or someone else is being bullied. Students are encouraged to do this through any means they are comfortable with. Often students choose to speak to parents or carers or to an adult or another student in school, though students are becoming increasingly confident to use email to inform us of their concerns. JMHS is committed to ensuring any and all disclosures will be taken seriously and will be dealt with in a sensitive, timely and effective manner.

## **John Masefield High School considers BULLYING to be:**

- Deliberately hurtful (including aggression)
- Repeated often over a period of time
- Difficult for victims to defend themselves

## **It includes:**

Action against others because of their race, cultural background, religious beliefs, sexual orientation, physical characteristics, appearance, health, gender or disabilities.

## **Bullying takes many forms, but four main types are:**

- Physical – hitting, kicking, taking belongings
- Cyber – using technology such as a mobile telephone or a computer to make offensive remarks or threats about or to another person
- Verbal – name calling, insulting comments, making offensive remarks
- Indirect – spreading nasty stories about someone, exclusion from social groups, being made the subject of malicious rumours, writing graffiti

## **In order to identify bullying:**

- Staff are trained to notice signs that may indicate bullying is taking place
- An open culture is encouraged, where all students, staff and parents know that they may safely report any incidents or patterns of behaviour that indicate that bullying may be taking place in school or on the way to and from school
- There are high levels of staff supervision before school, between lessons, at break and lunch and after school
- Students or parents may report suspected bullying to any member of staff

- PSHE sessions, assemblies and Challenge Days will be used to raise awareness of bullying, it's consequences and how bullying can be tackled
- Student Leadership will ensure that Prefects in student support roles will support staff in identifying and tackling bullying as well as providing excellent support for students who feel they have been, or are at risk of being bullied

### **Ensuring incidents of bullying are dealt with promptly and effectively**

#### **If a student or parent reports that bullying has taken place:**

A parent or student can report their concerns to any member of staff. It is essential that this information is acted upon. The member of staff must inform the House Leader with responsibility for the student who has been a victim of the alleged bullying in the shortest possible time. All allegations of bullying must be treated as serious. If a House Leader is not available then a member of the Senior Leadership Team or a House Support Assistant should be informed. If a Year 12 or Year 13 student is involved, the matter would be passed to a member of the Sixth Form Leadership Team.

The parents of the child who it has been alleged is being bullied should be contacted within 24 hours of the report being made and asked for their views. We will immediately check that the student's safety in school is ensured and that they feel safe.

The parents of the child who has been accused of bullying must also be informed of the accusation in the shortest possible time frame.

It is essential that if a parent/carer has communication issues such as being a non-English speaker, support is requested from a relevant person. The EAL co-ordinator would typically be best placed to advise where such support could be found.

#### **Procedure for investigating an allegation of bullying - (See appendix 1)**

1. The member of staff who receives the report will decide which member of staff is best placed to investigate the incident. If they have any questions about who this should be they should direct them either to the House Leader or to the SLT member responsible for the anti bullying strategy.
2. A thorough and impartial investigation will take place to establish facts and opinions about the allegation. This will consist of at least:
  - Interviewing the alleged victim
  - Interviewing the alleged bully
  - Separately interviewing any witnesses to the incident/s
3. Following these interviews the member of staff investigating will make recommendations about any actions to take which will be in line with the anti bullying and behaviour for learning policy. These recommendations will be acted upon by the relevant House Leader or member of the SLT dealing with the investigation.
4. The investigation findings will be shared with the alleged bully and the victim, their families and relevant staff. The Deputy Headteacher and the Headteacher must be informed if the recommendation of the report is an exclusion which is in line with the behaviour for learning policy.

#### **Follow up to an incident:**

1. The House Leader and form tutor will monitor the alleged bully and victim to ensure that there the victim feels confident and safe. They should ensure that parents/carers are updated as necessary.

2. The SLT member responsible for leading the anti bullying strategy will keep a log of all incidents, alleged and proven, and will share these with relevant staff. This log will be regularly reviewed by House Leaders and pastoral staff. This log will be shared with Governors where relevant and will be used as the basis for reviewing the anti bullying policy and practice.
3. Where there are confirmed cases of bullying the member of SLT responsible for the anti bullying strategy will report these within 24 hours to the local authority.
4. In cases of violence or persistent bullying the Headteacher will be involved in deciding a suitable sanction. In the most serious cases permanent exclusion will be considered as an option.

### Complaints

A parent wishing to make a complaint about how an allegation of bullying has been dealt with should use the JMHS Concerns and Complaints policy.

### Monitoring and evaluation

1. All reports of potential bullying will be recorded on a school database as required by Ofsted to monitor patterns of behaviour and repeat offences. This will be kept by the member of SLT responsible for leading the anti-bullying strategy. Parents and students involved in incidents will be invited to give their views on how incidents have been dealt with.
2. The member of SLT responsible for leading the anti-bullying strategy will share information about bullying with relevant staff when appropriate to do so.
3. The policy will be reviewed on an annual basis by the Governors' Personnel and Welfare committee following consultation with students, parents and staff.

### Links to other policies

JMHS Child Protection and Safeguarding policy

JMHS Whistleblowing policy

JMHS Equalities statement

JMHS Concerns and Complaints policy

JMHS Behaviour for Learning policy

Relevant contacts at John Masefield High School		
Mrs J Lindley	Assistant Headteacher	Jo.Lindley@jmhs.hereford.sch.uk
Mr M Hawksworth	Head of Sixth Form	Mark.Hawksworth@jmhs.hereford.sch.uk
Miss C Limbrick	House Leader Beacon	Chloe.Limbrick@jmhs.hereford.sch.uk
Mr A Bees	House Leader Holywell	Anthony.Bees@jmhs.hereford.sch.uk
Mr O Paton	House Leader Jubilee	Oli.Paton@jmhs.hereford.sch.uk
Mr Wyatt	House Leader Midsummer	Dean.Wyatt@jmhs.hereford.sch.uk
Mrs L van Vuren	EAL Co-ordinator	Louise.vanVuren@jmhs.hereford.sch.uk
Dr D Hiley	Chair of Governors	chair@jmhs.hereford.sch.uk
Mrs K Barker	SENDCO	Karen.Barker@jmhs.hereford.sch.uk

SIGNED (Headteacher).....

Date.....

SIGNED

(Chair of Governors).....

Date.....

**Prepared by Assistant Headteacher  
Due for review Summer Term 2018**

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### JMHS ANTI BULLYING AND EQUALITIES PROCEDURE

