



# Dealing with Bullying

Revised: November 2018



Our mission as a school is centered on our belief in Christ.

Our aim is to create a secure, caring, Christian and happy environment for every pupil.

It is a basic entitlement of all children that they receive their education free from humiliation, oppression and abuse.

**“BULLYING IN ALL ITS FORMS IS UNACCEPTABLE AT CARDINAL ALLEN CATHOLIC HIGH SCHOOL”**

At Cardinal Allen Catholic High School we aim to provide a school environment where bullying is not tolerated and students feel safe to tell someone, whether another child or an adult, if they are being bullied. Through the academic and welfare curriculum we aim to promote an anti-bullying message and strongly encourage tolerance, caring for each other and respect towards one another.

## *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. It can take many forms including:

- **Physical** bullying which can include kicking, hitting, pushing and taking away belongings;
- **Verbal** bullying which includes name calling, mocking and making offensive comments;
- **Emotional** bullying which includes isolating an individual or spreading rumours about them;
- **Online-bullying** where technology is used to hurt an individual – for instance text message or posting messages / images on the internet or any form of social media;
- **Racist** bullying occurs when bullying is motivated by racial, ethnic or cultural prejudice;
- **Sexist** bullying occurs when bullying is motivated by a prejudice against someone because of their gender;
- **Homophobic / Biphobic** bullying occurs when bullying is motivated by a prejudice against lesbian, gay or bisexual people;
- **Transphobic** bullying occurs when bullying is motivated by a prejudice against people who are transgender; and
- **Disability** bullying occurs when bullying is motivated by a prejudice against people with any form of disability.

With the advance in new technologies, school is aware there is an increased risk of online bullying using emails, instant messenger, social networking sites and public websites inappropriately. Cardinal Allen Catholic High School has an ICT user's policy which all students, staff and parents sign, along with a separate E-Safety policy. Single incidents of verbal or physical attack and behaviour which is hurtful but claimed to be unintentional, will also be taken seriously and dealt with according to the school's behaviour policy. Although bullying does occasionally take place at Cardinal Allen Catholic High School we are fortunate that it is not a major issue. This is a credit to the work of the Pastoral Team and indeed all staff as Form Tutors and Subject Teachers. It is important that all staff agree with the above principles and follow the correct procedures.

### *Warning signs that a pupil is being bullied*

- Changes in academic performance
- Appears anxious
- Regularly feeling sick or unwell
- Reluctance to come to school
- Clothes/bag torn or damaged
- Money/possessions going missing
- Unexplained cuts and bruises
- Unexplained behaviour changes, eg moody, bad tempered, tearful
- Unhappiness
- Loss of appetite. Not sleep. Loss of weight
- Seen alone a lot
- Not very talkative

### *Some reasons why people bully*

- Desire to appear powerful
- Unhappiness
- Feelings of inadequacy
- Difficulties at home
- Learned behaviour (they too have been bullied)

### *Who do I talk to if I am concerned about bullying?*

- Form Tutor
- Progress Leader
- Pastoral Assistant
- Anti-Bullying Mentor
- Deputy Headteacher
- Headteacher
- Any teacher / support staff you feel comfortable talking to

- Your parents
- Teaching Assistants
- School Nurses

### *What do I do if I see someone being bullied?*

- Don't join in
- Tell someone
- Try to include them in your friendship group
- Be supportive
- Help the individual

### *I am a parent, who do I contact if I am concerned about bullying?*

- Form Tutor
- Pastoral Leader
- Pastoral Assistant
- Deputy Headteacher

Cardinal Allen Catholic High School has also produced anti-bullying advice for parents. This information can be downloaded from the school website.

### *Anti-Bullying Strategies*

All strategies used are recorded and reviewed by the Pastoral Team.

- Regular promotion of anti-bullying in assemblies
- Where present use of CCTV to help with the prevention of bullying
- Duty roster for staff: key areas are patrolled before school, break, lunchtime and after school
- Mentors (Year 10 pupils) who receive training to help and support pupils
- PSHCE work on anti-bullying
- A clear transition process to Cardinal Allen Catholic High School which promotes anti-bullying
- One to one support from mentors / counsellors
- Strong teacher-student relationships so students feel comfortable in reporting any issues
- Information talks from the local Police

### *Anti-Bullying Procedures*

All staff need to be clear and consistent in handling a bullying situation. Any victim of bullying must be confident in the adult with whom they confide and be reassured that appropriate action will not result in further problems both inside and outside school. All cases of bullying are individual both in nature and seriousness. However, the following guidelines indicate the procedures staff will take when dealing with a reported case of bullying. These guidelines are in line with the school's behaviour policy.

- Listen and talk to the student about the bullying to assess the seriousness of the allegations and to try to come to some agreed way forward with them.
- Try to talk through with them their fears of retaliation from the bullies and weigh up the balance between these fears and the alternative of the bullying being continued if nothing is done.
- Try to reassure them that we have a good success rate and that the bullying will probably stop.
- See the offender and listen to what they have to say about what has gone on.
- Bullying Incident Pro-forma for the victim and perpetrator is completed and stored in the Anti-Bullying Folder.

### *What will school do?*

- Show concern and compassion for the victim
- Fully investigate the matter
- Demonstrate fairness to the bully
- Not overreact
- Contact the families involved
- Discuss a fair resolution to the matter
- Take steps to protect the victim
- Demonstrate to the other pupils that bullying has consequences
- Seek support for the bully if appropriate

Once an instance of bullying has been substantiated, the aim will always be to resolve the problem quickly and effectively. If the bully accepts the injustice of their actions, a verbal warning is given and an explanation of why their behaviour is unacceptable. The warning is recorded on the students' Pastoral Chronology.

For more serious cases, again interview both parties to hear both sides of the situation and when you are satisfied that there is a need for some discipline one or more of the following sanctions may be invoked:

- Isolation at break / lunchtime;
- Mediation meetings;
- Restorative meetings;
- Withdrawal from lesson;
- Internal exclusion – Inclusion Room
- Fixed term exclusion;
- Involvement of external agencies.

All action taken is recorded on the students' Pastoral Folders. More serious cases of bullying will be dealt with by a member of the Pastoral Team in conjunction with the Deputy Headteacher. The Pastoral Team carry out regular checks with all parties involved in an incident of bullying to check no further intervention is needed.

National Bullying Help: <http://nationalbullyinghelpline.co.uk/>

National Bullying Helpline: 0845 2255 787

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