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DOWNHAM MARKET  
ACADEMY

# **Anti-bullying Policy**

**September 2018**

## Bullying is:

### **“persistent, deliberate attempts to hurt or humiliate someone”**

One-off incidents, whilst they may be very serious and must always be dealt with, do not fall within the definition of bullying. Bullying is repetitive, meaning either that an individual conducts the same pattern of bullying behaviour towards different children or that one or more children are targeted to bear the brunt of repeated bullying behaviour from an individual or a group. Bullying can be carried out physically, verbally, emotionally or through the use of technologies.

Bullying can include persistent, deliberate attempts to hurt or humiliate someone through:

- Emotional: excluding and tormenting others
- Physical: pushing, kicking, hitting, punching or any use of violence
- Racist: racial taunts, graffiti, gestures
- Sexual: sexual harassment in any form is bullying e.g. unwanted physical contact or sexually abusive comments
- Homophobic: because of, or focussing on, the issue of sexual orientation
- Verbal: name-calling, sarcasm, spreading rumours, teasing
- Cyber: all types of communication technologies, such as e-mail, texting, messaging and social networking
- Prejudice: on the grounds of different interests (or difference/inferior economic status) i.e. pupils can be bullied for being interested in things considered ‘uncool’ by a group or ‘in-crowd’, including prejudice against pupils with SEND

Some instances of bullying may well fall into more than one of the categories above.

Bullying in any form is unacceptable.

It can occur in any school institution, even the most caring, and is always unacceptable and will be dealt with. The Academy is strongly committed to ensuring that bullying does not take place. Where issues of bullying take place outside of Academy hours and staff at the Academy made aware of this it may be necessary to act on that information to ensure the positive welfare of pupils during the Academy day. It may be that parents (or other agencies such as the police) are contacted to pass on information that has been given to the Academy. It may also on occasion be necessary to take some actions in the Academy to ensure good conduct of pupils here.

The Trust e-safety policy also sets out how pupils can keep safe when on line or using electronic media, and how the Academy may respond in instances involving inappropriate use of such media.

# The Academy response to reports of bullying

The aims must always be:

1. To stop the bullying
2. To support the victim
3. To change the behaviour of the person bullying
4. To bring some form of reconciliation between the offender and victim

## Reporting bullying

It is important that all incidents of bullying are reported to Academy staff with as much detail as possible and to include:

- Name(s) of the bully(ies) and victim(s)
- What form the bullying took
- When the bullying took place and over what time scale
- Where the bullying took place
- Name(s) of any other witness(es)
- Details of what has been happening

We appreciate that it can be difficult for victims of bullying to feel confident enough to report the issues that they face and so we have a number of mechanisms for pupils, parents and staff to report instances of bullying:

- Speaking to the Form Tutor
- Speaking to the Head / Assistant Head of Year 7 or Head / Assistant Head of House
- Emailing the Form Tutor, Head / Assistant Head of Year 7 or Head / Assistant Head of House
- Speaking to members of a Student Council who can then act as a conduit of information to staff
- For pupils and parents: completing the online "Bullying Incident Reporting Form" available on the Academy website (<http://downhammarketacademy.co.uk/information/concerns-and-safety/students-concerned-health-welfare/>)
- For staff: completing an online referral via the "MyConcern" website ([www.myconcern.co.uk](http://www.myconcern.co.uk))

We encourage all pupils to act responsibly and not be a "passive bystander". If they see any bullying taking place, they have a responsibility to report it to a member of staff so that appropriate action can be taken.

## How issues of bullying may be followed up

All members of staff at Downham Market Academy are responsible for ensuring the well-being of our pupils and as such, all staff are expected to deal with any reports of bullying that are made to them. This could be direct intervention or could be a referral to other staff in the Academy, either way, a full report will be made using the "MyConcern" website ([www.myconcern.co.uk](http://www.myconcern.co.uk)).

If bullying is suspected we talk to the suspected victim(s), the suspected bully(ies) and any witness(es). If any degree of bullying is identified, the following action will be taken:

1. We support the victim(s) in the following ways:

- By offering them the opportunity to talk about the experience with an appropriate member of staff
- Informing the victims' parents
- By offering continuing support when they feel they need it – this could involve staff at the Academy or via external agencies
- By reviewing the impact of staff intervention in cases of bullying to ensure that it has stopped
- By taking steps described below to prevent more bullying

2. We also discipline, yet try to help the bully(ies) in the following ways:

- By talking about what happened, to discover why they became involved
- Informing the parents of the offending behaviour
- By continuing to work with the offending pupil in order to correct their bullying activities and attitudes – this could involve staff at the Academy or via external agencies
- By taking disciplinary steps described below to prevent more bullying
- By working with students to achieve restorative justice

3. Disciplinary steps for a pupil involved in bullying

- They will be warned officially to stop offending and appropriate sanctions will be given, depending on the individual circumstances
- The parents of the offending pupil will be informed
- If they do not stop bullying they may be isolated within school during lessons, break and lunchtime or excluded for a fixed period
- If they then carry on they will be recommended for a longer fixed period of exclusion
- As with any persistent poor behaviour, an escalating scale of support and sanctions will be used

4. Issues involving bullying will be logged on the “MyConcern” online platform, and these logs will be reviewed to check for patterns and trends