



**Yardleys**  
**School**  
WORKING TOGETHER FOR A BETTER FUTURE

## Anti-Bullying Policy

Adopted by Governors:

Signed: .....

Date: .....

This policy is reviewed annually by the Curriculum & Standards Committee

Review date: .....

## POLICY INFORMATION

Date of last review	May 2022	Review period	Every two years
Date ratified by governors		Governors' committee responsible	Curriculum & Standards
Policy owner	Gurpreet Basra	SLT member responsible	Gurpreet Basra
Date of next review	May 2024		

## Reviews/revisions

Review date	Changes made	By whom
May 2022	No Changes – As core beliefs and principles remain the same.	Gurpreet Basra
June 2022	Under sections 'Helpful advice for students & parents' and 'reporting & recording incidents' – 'and relatives' added to line relating to parents not approaching students directly to resolve an issue Typos amended	Gemma Webb

## Dates of linked staff training (if applicable)

Date	Course title	Led by

## EQUALITY AND GDPR

All Yardleys' policies should be read in conjunction with our Equal Opportunities and GDPR policies.

### Statement of principle - Equality

We will take all possible steps to ensure that this policy does not discriminate, either directly or indirectly against any individual or group of individuals. When compiling, monitoring and reviewing the policy we will consider the likely impact on the promotion of all aspects of equality as described in the Equality Act 2010.

### Statement of principle - GDPR

Yardleys School recognises the serious issues that can occur as a consequence in failing to protect an individual adult's or child's personal and sensitive data. These include emotional distress, physical safety, child protection, loss of assets, fraud and other criminal acts.

Yardleys School is therefore committed to the protection of all personal and sensitive data for which it holds responsibility as the Data Controller and the handling of such data in line with the data protection principles and the Data Protection Act (DPA)/GDPR.

# Anti-Bullying Policy – Overview & Aims

**\*The Anti-Bullying Policy should be read in conjunction with the school behavior and safeguarding policies.**

## Aims/Vision

The Yardleys Charter is the driving force behind everything the school does and hopes to achieve. We aim to create a **safe and supportive learning environment** in which all members of the school are **working together** to develop their maximum potential. The Yardleys Charter is designed to incorporate our **vision** and **values** and develop a key ethos which makes it clear to everyone that all forms of bullying including online is unacceptable, will be confronted and stopped.



The poster is titled "Yardleys School Charter" and features the school crest in the top right corner. Below the title, it states "Staff & Students believe everyone at Yardleys School should:". There are three main sections, each with an icon and a list of expectations:

- Be Ready:** Represented by a clipboard icon. The list includes: show **positivity** and enthusiasm; be motivated & have high expectations of ourselves & others; be **curious** and ready to learn new things; be fully prepared for all activities with everything you need; communicate with others regularly and effectively; have excellent attendance and punctuality; be well presented and smartly dressed; show **resilience** when faced with challenges.
- Be Respectful:** Represented by a handshake icon. The list includes: recognise that we are all equal individuals; have regard for each other's personal space and privacy; take care of the building, equipment and the environment; be polite, considerate and kind to everyone; communicate in a calm and polite manner; actively listen to others; appreciate others' beliefs, opinions & cultures; show **empathy** and maturity when dealing with sensitive issues.
- Be Responsible:** Represented by an icon of two hands holding a person. The list includes: be safe and look after each other; complete work on time and to a high standard; behave well with **integrity**: even when no-one is watching; be a positive role model and representative of the school; recognise that we are responsible for our own actions; be fair in your treatment of others; give our full effort to everything you do; **reflect** on all that we do and learn from our mistakes.

At the bottom, it says "Leading to Academic Excellence and Personal Development" and "WORKING TOGETHER FOR A BETTER FUTURE". Below this are six icons representing the values: Positivity (checkmark), Integrity (handshake), Curiosity (magnifying glass), Resilience (upward arrow), Empathy (two people), and Reflection (globe).

We aim to uphold the Yardleys Charter and ensure that our school community is safe and look after each other.

## Anti-Bullying Policy – Working together to combat bullying

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It is acknowledged that bullying takes place at Yardleys and schools do make a difference; the good school can affect the prevalence of bullying. Combating bullying is everybody's responsibility – governors, teaching and non-teaching staff, parents and pupils working together to uphold The Yardleys Charter and stop bullying. The health, happiness and security of the child is of paramount importance.

### As a school we will take steps to ensure:

- All governors, teaching and non-teaching staff, students, and parents have an understanding of what bullying is;
- All governors and school staff know what the school policy is on bullying, and what they should do if bullying arises;
- Students and parents are assured that they will be supported when bullying is reported;
- Vulnerable groups are specifically cared for and considered as part of this policy
- To develop school procedures and systems to prevent, detect, record and deal with bullying.

## Anti-Bullying Policy – What is Bullying?

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Bullying is behaviour by an individual or a group over a period of time that intentionally hurts another person. Bullying results in pain and distress to the victim. Bullying can be:

- **Verbal** – name-calling, sarcasm, spreading rumours, teasing
- **Physical** – pushing, kicking, hitting, punching or any use of violence
- **Emotional** – being unfriendly, excluding, tormenting – threatening gestures
- **Racist** – racial taunts, graffiti, gestures, name-calling
- **Sexual/Sexist** – unwanted physical contact or sexually abusive comments
- **Homophobic/transgender** – because of, focusing on the issue of sexuality or identity
- **Damage to property or theft** – personal items being damaged or taken
- **Cyber Bullying** – carried out through electronic communication, comments made by text, email or other forms of social media. It also includes the misuse of associated technology
- **Aimed at vulnerable groups** – comments made to students classed as vulnerable – physical/social disability, personality types
- **Peer on Peer abuse** – children are capable of abusing their peers. Abuse will not be tolerated or passed off as “banter”, “part of growing up” or “just having a laugh”. All peer on peer abuse is unacceptable and will be taken seriously.

**All staff are made aware that safeguarding issues can manifest from any of the types of bullying above and how this should be dealt with and reported. Please refer to School behaviour and safeguarding policies.**

## **Anti-Bullying Policy – Signs and Symptoms**

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A child may indicate by signs and behaviour that they are being bullied. Adults should be aware of the signs below. These signs could indicate other problems, but bullying should be considered as a possibility and should be investigated.

- Is unwilling to come to school or begins to truant
- Is frightened of walking to and from school
- Becomes withdrawn anxious, or lacking in confidence
- Changes their usual routine
- Starts stammering
- Stops eating
- Is frightened to say what is wrong
- Is nervous and jumpy
- Cries themselves to sleep at night or has nightmares
- Feeling ill in the morning
- Comes home with clothes torn or books damaged
- Has possessions which are damaged or missing
- Asks for money or starts to steal money
- Has dinner or other monies continuously lost
- Has unexplained cuts or bruises
- Becomes aggressive, disruptive or unreasonable
- Is bullying other children or siblings
- Is afraid to use the internet or mobile phone
- Gives improbable excuses for any of the above.

## **Anti-Bullying Policy – Helpful Advice for students and parents**

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- The Yardleys Charter is established for a safe environment – feel safe to report incidents of bullying
- Be proud of who you are and tell yourself no one deserves to be bullied.
- It is best to tell an adult you trust straight away and you will get immediate support
- Try not to show you are upset. It is hard but a bully thrives on fear
- Be assertive – say ‘no’ and walk confidently away. Go straight to a member of staff.
- If you know someone is being bullied- take action by reporting it. Watching and doing nothing looks as if you are on the side of the bully. Teachers have a way of dealing with the bully without them knowing who reported the incident.
- As parents/carers look for unusual behaviour in your children (refer to symptoms above) and always take an active role in your child’s education.
- If you feel your child may be a victim of bullying please contact and refer it to the Head of Year.
- It is important you tell your child not to fight back. It can make matters worse.
- Parents/carers are strongly advised to report any bullying concerns to the head of Year for their Child’s group. Parents or relatives **MUST NOT** approach (physically approach or via social media communication) other students to resolve an issue. This must be left to the school or external agencies (example – police etc.)

## **Anti-Bullying Policy – Prevention**

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### **Yardleys School is committed to removing incidents of bullying and will:**

- Regularly raise awareness of the systems for reporting bullying and ensure that staff, students and parents have clear strategies for reporting bullying concerns
- Ensure that potential bullies and victims are aware that support, help and action will follow any incidents of reported bullying
- Regularly remind students and staff that all incidents of bullying should be reported directly or indirectly to a school member of staff they feel comfortable with approaching
- Ensure break and lunchtimes are adequately supervised with clear rotas and responsibilities to ensure bullying incidents can be prevented
- Ensure that the school premises and environment are maintained and improved as a preventative measure
- Embed anti-bullying messages into the personal development curriculum, assemblies and other relevant curriculum areas
- Promote anti-bullying messages/policy through Yardleys Charter, school values, the PD programme, displays and the school website
- Form/School Council to promote anti-bullying messages and peer mentors to train and support victims
- Use internal/external agencies to promote anti-bullying messages and participate in national and local campaigns (Anti-Bullying Week)
- Conduct surveys specifically regarding anti-bullying on a regular basis
- Regularly inform staff, parents and students of any changes to the Anti-Bullying Policy (Behaviour Policy) and keep the school community updated on any developments

## **Anti-Bullying Policy – Reporting and Recording Incidents**

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- All bullying incidents are recorded. Incidents are investigated and will be recorded by staff on SIMS (behaviour) and CPOMS (safeguarding)
- Provide training for staff in reporting bullying incidents and dealing with disclosures by students
- Written reports will be taken from the victims, perpetrators and any witnesses to investigate incidents.
- The pastoral team will monitor bullying incidents, and ensure they are followed up promptly and deal with incidents recorded on SIMS/CPOMS. SIMS/CPOMS will be updated with any action taken
- Parents/carers are strongly advised to report any bullying concerns to the head of Year for their Child's group. Parents or relatives **MUST NOT** approach (physically approach or via social media communication) other students to resolve an issue. This must be left to the school or external agencies (example – police etc.)
- In serious cases and if necessary and appropriate. Police will be consulted and parents will be asked to come in for a meeting in line with the school behaviour policy.
- Bullying can also be a criminal offence or fall within the area of child protection. If staff dealing with the bullying believe this to be the case they should consult the Designated Senior Lead (DSL) or any member of the leadership team.

## **Anti-Bullying Policy – Victim Support**

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Yardleys recognises how traumatic being the victim of bullying can be. We are committed to providing each victim with the support they need to continue with their education in an environment free from the fear of bullying. In order to do this the school may:

- Offer them an immediate opportunity to talk about the experience
- Mediate between the bullies and victims
- Provide mentoring
- Inform the victim's parents and carers
- Discuss with parents and carers what support their child may need
- Offer continued support when they feel they need it
- Make referrals to external agencies if required

## **Anti-Bullying Policy – Sanctions and Outcomes**

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It is important for the victim of bullying, the perpetrator and the school community as a whole that there are clearly defined sanctions and consequences for any act of bullying. The bully (bullies) maybe asked to genuinely apologise alongside other consequences and mediation may be used where appropriate to reconcile the students. In serious cases exclusions may be considered. After the incidents have been investigated and dealt with, each case will be monitored by form tutors and Head of Year to ensure repeated bullying does not take place. Each case will be dealt with individually but in line with the school behaviour policy and consequence ladder. Please refer to the school behaviour policy.

## **Anti-Bullying Policy – Support for the Bully**

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Yardleys recognises that bullying can damage the education of the perpetrator as well as the victim. Students that bully will be offered a range of support as well as sanctions. This will include one or more of the following:

- Attempts will be made to help the bully (bullies) change their behaviour alongside the sanction provided
- Reflection programme to understand the impact the bullying has caused
- Student Behaviour Plan
- On Report with specific targets
- Referral to mentor or external agency
- Supervised break and lunch times and arrange (via parent) for them to be escorted to and from school

**Remember The Yardleys Charter has been established to ensure we are all working together in a safe environment to allow us to develop and achieve excellence.**