



# Anti-Bullying Policy

## Ranelagh School

Date updated by designated SLT lead (HLS)	5 January 2018
Date approved by Governing Body/Achievement and Standards Committee	19 February 2018
Date of next review	Spring 1 2020
Published	Website Governors' VLE Staff Shared Area (0;Subject Areas;Policy Documents)

## **Ranelagh School statement on bullying**

Ranelagh is a school where each individual is entitled to and receives respect. The staff, governors, students and parents will work together to create a climate of positive relationships, care and mutual respect, through all aspects of school life. This school is a place where every person has the right to be themselves and to be included in a safe and happy environment. Everyone at our school is equal and should be treated with respect.

### **Aims and purposes of the policy**

Bullying of any kind is unacceptable and will not be tolerated at Ranelagh School. At our school the safety, welfare and well-being of all students and staff is a key priority. We take all incidences of bullying seriously and it is our duty as a whole school community to take measures to prevent and tackle any bullying, harassment or discrimination.

We actively promote the values of respect and equality and work to ensure that difference and diversity are celebrated across the whole school community. We want to enable our students to become responsible citizens and to prepare them for life in 21<sup>st</sup> century UK. These values reflect those that will be expected of our students and by society when they leave school and enter the world of work or further study.

We are committed to improving our school's approach to tackling bullying by regularly monitoring, reviewing and assessing the impact of our preventative measures.

### **1. Definition of bullying**

Bullying is hurtful or unkind behaviour which is deliberate and repeated. Bullying can be carried out by an individual or a group of people towards another individual or group, where the bully or bullies hold more power than those being bullied.

The nature of bullying can be:

- **Physical** – such as hitting or physically intimidating someone, or using inappropriate or unwanted physical contact towards someone
- **Attacking property** – such as damaging, stealing or hiding someone's possessions
- **Verbal** – such as name calling, spreading rumours about someone, using derogatory or offensive language or threatening someone
- **Psychological** – such as deliberately excluding or ignoring people
- **Cyber** – such as using text, email or other social media to write or say hurtful things about someone

Bullying can be based on any of the following things:

- **Race (racist bullying)**
- **Religion or belief**
- **Culture or class**
- **Gender**
- **Sexual orientation (homophobic or biphobic bullying)**
- **Gender identity (transphobic bullying)**

- **Special Educational Needs (SEN) or disability**
- **Appearance or health conditions**
- **Related to home or other personal situation**

No form of bullying will be tolerated and all incidents will be taken seriously.

## 2. Reporting bullying

**Students who are being bullied:** If a student is being bullied they are encouraged not to retaliate but to tell someone they trust about it such as a friend, family member or a trusted adult. They should report any bullying incidents in school:

- **Report to a teacher** – such as a form tutor, Head of Year, AHT Student Support and Guidance or any other teacher.
- **Report to a prefect** - the form prefects will raise any concerns with the relevant Head of Year and/or the AHT Student Support and Guidance
- **Report bullying by** – emailing the ‘*Confide*’ button on the desktop of all computers
- **Report to other school staff** – the school counsellor, Youthline counsellor, Adviza consultant
- **Call Childline to speak with someone in confidence on 0800 1111**

### Reporting – roles and responsibilities

**Students:** Students should not take part in any kind of bullying and should watch out for the potential signs of bullying among their peers. Students should never be bystanders to incidents of bullying. If students witness bullying they should support the victim, encourage them to report the bullying and, if possible, accompany them to tell a trusted adult.

**Staff:** All school staff, both teaching and non-teaching, have a duty to report bullying, to be vigilant to the signs of bullying and to play an active role in the school’s effort to prevent bullying. If staff are aware of bullying, they should reassure the students involved and inform the relevant member of the pastoral team.

**Senior Staff:** SLT and the head teacher have overall responsibility for ensuring that the anti-bullying policy is followed by all members of staff and that the school upholds its duty to promote the safety and well-being of all members of the school community. In addition to the pastoral team, the AHT for Student Support and Guidance is the senior leader responsible for anti-bullying.

**Parents and Carers:** Parents and carers should look out for potential signs of bullying such as distress, lack of concentration, feigning illness or other unusual behaviour. Parents and carers should tell their child not to retaliate and support and encourage them to report the bullying. Parents and carers can report an incident of bullying to the school either in person, or by phoning or emailing the school office on 01344 421233, [study@ranelagh.bracknell-forest.sch.uk](mailto:study@ranelagh.bracknell-forest.sch.uk)

## 3. Responding to bullying

When bullying has been reported, the following actions will be taken:

- Staff will record the bullying on the SIMS reporting system or a behaviour database slip
- Designated school staff will monitor information recorded on SIMS analysing and evaluating the results

- Designated school staff will produce termly reports summarising the information, which will be shared with the governing body at the Achievement and Standards Committee meeting
- Support will be offered to those who are the target of bullying from the Head of Year team and the AHT Student Support and Guidance, and through the use of restorative justice following the Christian ethos of the school
- Staff will assess whether parents and carers need to be involved
- Staff will assess whether any other authorities (such as police or the local authority) need to be involved, particularly where actions take place outside of school

#### **4. Bullying outside of school**

Bullying is unacceptable and will not be tolerated, whether it takes place inside or outside of school. Bullying can take place on the way to, and from school, before or after school hours, at the weekends or during the holidays, or in the wider community. The nature of cyber bullying in particular mean that it can impact on students' well-being beyond the school day. Students, staff, parents and carers must be vigilant to bullying outside of school and report and respond according to their responsibilities as outlined in this policy.

#### **5. Derogatory language**

Derogatory or offensive language is not acceptable and will not be tolerated. This type of language can take any of the forms of bullying listed in our definition of bullying. It will be challenged by staff and recorded and monitored on SIMS. If appropriate, follow up actions and sanctions will be issued to students and staff found using any such language. Staff are also encouraged to record the casual use of derogatory language using informal mechanisms such as a classroom log and will ensure that this information is recorded on SIMS.

#### **6. Prejudice-based incidents**

A prejudice-based incident is a one-off incident of unkind or hurtful behaviour that is motivated by a prejudice or negative attitudes, beliefs or views towards a protected characteristic or minority group. It can be targeted towards an individual or group of people and have a significant impact on those targeted. All prejudice-based incidents are taken seriously and recorded, and monitored in school. The AHT Student Support and Guidance will regularly report any incidents to the Governors' Achievement and Standards Committee.

#### **7. School initiatives to prevent and tackle bullying**

We use a range of measures to prevent and tackle bullying including:

- The PSHE programmes of study include opportunities for students to understand about different types of bullying and what they can do to respond and prevent bullying
- Tutor time provides regular opportunities to discuss issues that may arise in class and for form tutors to target specific interventions

- Whole-school and section assemblies help raise students' awareness of bullying and derogatory language
- Difference and diversity are celebrated across the school through diverse displays, books and images. The whole school participates in events including Anti-bullying week, Holocaust Memorial Day
- The school's Christian ethos and values of equality and respect are embedded across the curriculum to ensure that the school is as inclusive as possible
- Stereotypes are challenged by staff and students across the school
- Restorative justice is used by the pastoral team to provide support to targets of bullying and those who show bullying behaviour
- Working with parents and carers to tackle bullying where appropriate

## **8. Training**

The AHT Student Support and Guidance is responsible for ensuring that all school staff, both teaching and non-teaching, receive regular training on all aspects of the anti-bullying policy.

## **9. Monitoring and reviewing**

The AHT Student Support and Guidance is responsible for reporting termly to the governing body, (and the local authority where applicable) on how the policy is being enforced and upheld. The governors in turn are responsible for monitoring the effectiveness of the policy via the termly report and by in-school discussions between the designated safeguarding governor and the AHT Student Support and Guidance.

## Appendix One

### Student-friendly Anti-Bullying Policy

#### Ranelagh School statement on bullying

Ranelagh is a school where each individual is entitled to and receives respect. The staff, governors, students and parents will work together to create a climate of positive relationships, care and mutual respect, through all aspects of school life. This school is a place where every person has the right to be themselves and to be included on a safe and happy environment. Everyone at our school is equal and should be treated with respect.

#### What is bullying?

Bullying is hurtful or unkind behaviour which is deliberate and repeated. Bullying can be done by one person or by a group of people towards another person or a group of people, where the bully or bullies hold more power than those being bullied.

#### What does bullying look like?

Bullying can be:

- **Hitting or threatening to hit someone**
- **Touching someone inappropriately or without their consent**
- **Calling someone names or spreading rumours or gossip about someone**
- **Stealing, hiding or damaging someone's property**
- **Deliberately ignoring someone or leaving them out**
- **Sending hurtful or unkind texts, emails or online messages to or about someone**

Remember that bullying isn't just physical and it can happen outside or inside school. If someone is deliberately and repeatedly being hurtful or unkind towards you or someone else, whatever that looks like or for whatever reason, it is bullying.

#### What kinds of bullying can happen?

Bullying can be based on any of the following things:

- **Race or ethnicity (racist bullying)**
- **Religion or belief**
- **Culture or family background**
- **Gender (sexist bullying)**
- **Sexual orientation (homophobic or biphobic bullying)**
- **Gender identity (transphobic bullying)**
- **Special education needs or disability**
- **Appearance or health condition**
- **Home or other personal situation**

*Not every type of bullying is on this list. If someone is deliberately and repeatedly being hurtful or unkind towards you, or whatever reason, that is bullying.*

#### What should I do if I'm being bullied or someone else is being bullied?

**It is really important to report bullying.** It won't make the situation worse and it will help to stop the bullying whether it is happening to you to someone else. If you know that someone is being bullied, try to reassure and support them, tell them that what is happening is wrong and help them to tell a trusted adult. There are many different ways to report bullying:

- Tell a teacher, such as a your form tutor, your head of year, the AHT Student Support and Guidance or any other teacher
- Report it to a prefect who can be found in the form rooms before morning registration
- Report it to other school staff such as the school counsellor or the Adviza worker
- You can also report bullying by emailing the '*Confide*' button on the desktop
- You can call ChildLine at any time for free on 0800 1111 to speak to a counsellor. Remember your call will be confidential which means they will not tell anyone else about what you have said

School staff will make sure that the bullying is recorded and taken seriously and will follow up to support you or the person being bullied. They will also act to sort out the situation with the bully and any others involved.

## Appendix Two

### Glossary of Key Terms

**Homophobic bullying** is bullying that is based on prejudice or negative attitudes, beliefs or views about lesbian, gay or bi people. Homophobic bullying may be targeted at students who are, or who are perceived to be, lesbian, gay or bi. It can also suggest that someone or something is less worthy because they are lesbian, gay or bi. Homophobic bullying is also often targeted at students who have lesbian, gay or bi family members, and students who do not conform to gender stereotypes or are seen to be 'different' in some way.

**Biphobic bullying** is based on prejudice or negative attitudes, beliefs or views specifically about bisexual people. Biphobic bullying may be targeted at students who are openly bisexual, those who are questioning their sexual orientation, or students who are suspected of being bisexual. Biphobic bullying may target students with negative stereotyping (for examples suggesting that they are greedy) or assume that being bisexual is a phase.

**Transphobic bullying** is based on prejudice or negative attitudes, views or beliefs about trans people. Transphobic bullying affects young people who are trans but can also affect those questioning their gender identity as well as student who are not trans but do not conform to gender stereotypes.

**Homophobic language** – This could be the casual derogatory use of the work 'gay' to mean something negative or the use of explicit homophobic terms.

**Sexist language** - There are often similarities between homophobic, biphobic and transphobic bullying and sexist language, bullying or attitudes. Sometimes a language or bullying incident may fit into more than one category. For example the word 'girl' is sometimes used to mean that something or someone is rubbish or less worthy.