



**BROUGHTON HALL HIGH SCHOOL  
TECHNOLOGY COLLEGE**

## **Anti-bullying policy**

### **AIMS AND OBJECTIVES OF THE SCHOOL ANTI-BULLYING POLICY**

Broughton Hall High School will offer pupils a balanced and broadly based curriculum which will further develop the spiritual, moral and cultural lives of all members of our school community ensuring that the Mercy principles and Gospel values of care, justice and respect form the foundation of daily life in the school and prepare our students for the opportunities, responsibilities and experiences of adult life.

#### **The school will aim to:**

- reduce the incidence of bullying in this school
- create a safe environment for all pupils and staff

The school will work towards these aims in partnership with the parents. The aim of the anti-bullying policy is to clarify the system of dealing with a bullying incident and outline the content and manner in which anti-bullying education will be delivered in this school.

Other school policies which have relevance to the anti-bullying policy are:

- PSHE & Citizenship
- Equal Opportunities
- Child Protection
- Behaviour
- Health and Safety
- Sex and Relationship education
- Special Needs
- Drug Education
- E Safety
- Cyber Bullying

#### **Objectives:**

- To ensure that there is an effective system of monitoring bullying incidents in place.
- To provide guidance on how bullying incidents should be responded to.
- To set out a programme of awareness raising and education on the issue with both staff and pupils

### **MORAL AND VALUES FRAMEWORK**

The school believes that all staff and pupils have the right to feel safe and secure in the school environment. The school encourages the following values:

- respect for self
- respect for others
- responsibility for their own actions

- responsibility for their family, friends, school and wider community

### **EQUAL OPPORTUNITIES**

This school is committed to working towards equal opportunities in all aspects of school life. All resources used will support this commitment.

### **GUIDELINES OF HOW INCIDENTS ARE RESPONDED TO**

The school will treat seriously all incidents which are brought to the attention of the staff.

The victim will be listened to.

A record of the incident will be documented and appropriate actions will be taken. Parents/guardians will be notified and kept informed as appropriate.

Witnesses will be interviewed and a record made.

The perpetrators will be interviewed and a course of action will be decided dependent on individual circumstances.

### **OUTLINE OF MONITORING PROCEDURES**

Records will be kept of all reported bullying incidents by the Progress Manager / Head of Pastoral Care who will provide support to pupils and liaise with parents. An observation in the record will be made as to how these facts were obtained e.g. hearsay, gossip, observation, the age and gender of all pupils involved, the nature of the incident and type of response made. A record book of bullying incidents will be made available to Year Heads and this will be regularly monitored by head of Pastoral Care and follow up interviews with pupils will be implemented if considered necessary and /or appropriate.

A factual brief summary of the incident will be placed in the victim's and bully's file. These records can be accessed by the Year Heads and Pastoral Head and are available for viewing on an appointment basis. These files will be held according to school policy.

A Bullying Survey will be undertaken in February 2010 and will be repeated on an annual basis.

The School Council will be regularly asked to report findings in relation to bullying.

### **CONTENT**

The anti-bullying education programme will:

- provide information that is relevant and appropriate to the age and developmental stage of the pupils
- develop skills of assertiveness, communication and effective dialogue in relationships, enabling pupils to deal with conflict and feelings e.g. anger
- encourage the exploration and clarification of values and attitudes, rights and responsibilities
- foster self-esteem, positive self-image and confidence.

Topics and themes will be revisited taking account of the pupils' development and the spiral curriculum concept.

The content of the anti-bullying education programme will be based on the recommended LA sex and relationship education curriculum programme using 'Skills for Life' as a framework.

Topics will include:

- feelings and relationships
- personal safety
- lifestyles and culture
- growing up

- conflict resolution
- peer pressure

## **ORGANISATION**

Anti-bullying education will be co-ordinated by the PSHE Co-Ordinator in close co-operation with the Deputy Head Teacher with responsibility for Pastoral Support.

Delivery will be:

- as topics
- addressed occasionally in assembly time
- through pastoral time
- through circle time

Active learning methods which involve pupils' full participation will be used.

Parents can view resources by contacting the Deputy Head direct. Broughton Hall High School is committed to working towards equal opportunities in all aspects of school life. All resources and teaching methods used will support this commitment.

## **OTHER APPROACHES TO BE USED**

Bullying issues are regularly discussed with the school council, a buddy system has been introduced and buddies have been trained.

All individuals working with pupils work within the school's moral framework. The learning mentor and school nurse will be used to support pupils as appropriate.

## **THE ROLE OF OUTSIDE AGENCIES AND PROCEDURES FOR THEIR INVOLVEMENT**

Outside agencies will be used to support and assist the teachers in the development of the classroom based work and on a one to one basis. They will be required to work within the school's moral framework outlined earlier. Every individual who has contact with the pupils will be police vetted.

## **CONFIDENTIALITY**

Pupils will be made aware that some information cannot be held confidential and that their best interests will be maintained.

## **DISCLOSURE OR SUSPICION OF POSSIBLE ABUSE**

Broughton Hall High School has a Child Protection Policy and procedure for dealing with related issues based on the LA guidelines and recommendations. This policy is available on request.

## **HIV/AIDS POLICY**

The school follows the procedure outlined by the City Council with regard to supporting pupils or staff infected or affected by HIV/AIDS (see relevant document).

## **SAFETY OF SCHOOL ENVIRONMENT**

Every effort has been made to ensure the safety of pupils and staff Broughton Hall High School. Staff have been allocated duties at the start and end of every day and at break and lunchtimes in areas where students gather and they are requested by the Leadership Team to be proactive in these duties, ensuring vigilance and giving students a point of immediate reference should they encounter any difficulties.

## **CONSULTATION WITH PARENTS/GUARDIANS**

Parents/guardians will be notified and kept informed.

The Pastoral Head will be informed of all bullying incidents. She will be involved in parent/guardian liaisons as appropriate and kept regularly updated.

## **COMPLAINTS PROCEDURES**

Any complaints about the anti-bullying procedures or programme should be made to the Progress Manager who will report to the governors via the link governor.

## **DISCIPLINARY PROCEDURES**

The school will handle each case individually recognising that the future of the pupils involved could be affected by the decision and subsequent action employed.

## **INCIDENTS OUTSIDE SCHOOL**

The procedures laid out in this policy equally apply to any incidents off school premises where the pupil/s are involved in school activities. Incidents outside school will be dealt with by the police. Parents have the right to decide if they notify the school of such incidents.

## **DISSEMINATION OF THE POLICY**

All staff members and governors will receive a copy of this policy. Several copies are available for loan from the secretary's office on request. A short summary of this policy will be included in the School Prospectus.

## **EVALUATION, MONITORING AND REVIEW**

Possible success indicators which will indicate the effectiveness of the programme will include:

- fewer reports of bullying
- fewer pupils reporting that they bully others
- more pupils reporting that they feel the school is trying to do something to reduce and prevent bullying
- more pupils feeling that there is less bullying in school
- more staff responding to bullying behaviour.

Feedback from staff, parents and pupils will indicate the effectiveness of the procedures and education programme.

The policy will be reviewed in December 2011 using a consultative process which identifies teacher, pupil and parent feedback on the Anti-Bullying Education Programme.

An annual report will be made by the Deputy Head to the Governors and a summary will be given in the annual report to the parents.

A nominated governor will have a link role between the school and governing body.