

ANTI-BULLYING POLICY

Statement

All staff members of the Lady Aisha Academy are committed to ensuring a safe and caring environment which promotes personal growth and positive self-esteem for all. **Bullying of any kind is unacceptable.** If bullying does occur, it will be dealt with promptly and efficiently. We expect anyone who knows that bullying is happening to tell a member of staff. Policies of Lady Aisha Academy are designed to support the ethos, aims and vision of the School. They are written in accordance with the 5 outcomes contained within 'Every Child Matters':

1. Being healthy
2. Staying safe
3. Enjoying and achieving
4. Making a positive contribution
5. Achieve economic well-being.

Every pupil and member of staff, or anyone visiting the school has the right to be safe and happy in School and to be protected if he or she is feeling vulnerable. Bullying is very serious and can be the cause of psychological damage and, in some cases, suicide.

Policy Aims:

- To maintain a positive and supportive culture among all pupils and staff throughout the School
- To deter bullying behaviour, detect it when it occurs, and deal with it by counseling and/or disciplinary sanctions and, if necessary by expulsion
- This policy is applicable to all pupils, including those in the EYFS to comply with our obligations under the Education (Independent Schools' Standards, England) Regulations 2003 SI1910/2003 (as amended) and DCSF Guidance *Safe to Learn: Embedding antibullying work in schools (DCSF 00656/2007)*
- To ensure that parents and carers understand that bullying is not an acceptable means of getting needs met – whether between children or adults.

Desired Outcomes of Policy:

Outcomes we expect are:

- Pupils who feel safe and secure from bullying in all aspects of their school life.
- Improved examination and other outcomes as a result of a safe and secure environment that supports learning.
- Pupils who are confident to report bullying whether they, or others, are the victims.
- Pupils who are confident that bullying will be dealt with seriously by the school.
- Staff who are aware of the procedures to be followed in the event of bullying.
- A school community that, as a whole, challenges bullying in all its forms.

Definition of Bullying:

- Bullying is a willful act of aggression causing embarrassment, pain or discomfort to another

- It is an abuse of power
- It can be planned and organised or it may be unintentional
- Individuals or groups may be involved
- It can take a number of forms: physical, verbal, or by electronic means i.e. cyber-bullying.

Examples of Bullying Include:

- Any form of physical violence such as hitting, kicking, pushing people around, spitting
- Interfering with another's property by stealing, hiding, damaging or destroying it
- Using offensive names, teasing, taunting, insulting, homophobic or racist remarks, remarks about a person's disability or spreading rumours about others or their families
- Cyber-bullying - using mobile phones or the internet to deliberately upset someone else, namely via social media sites such as Facebook and Twitter. (See cyber bullying: safe to learn: *Embedding Antibullying Work in Schools (DCSF 00658/2007)*, guidance issued by the Department for Children Schools and families)
- Making degrading comments about another's culture or religion or social background or sexual orientation or transgender (transphobic).
- Hurtfully excluding others from a group
- Making suggestive comments or other forms of sexual abuse
- Ridiculing another's appearance
- Forcing others to act against their will

If You Are Bullied:

- You may feel threatened, unsafe, embarrassed, angry or unfairly treated
- Your work, sleep and ability to concentrate may suffer
- Your relationships with your family and friends may deteriorate
- You may feel confused and not know what to do about the problem
- You must talk to your parents and/or to a member of staff
- You may seek adult company
- You may show signs of withdrawal and/or isolation from peers

What Can Be Done to Prevent Bullying At School?

- Address the issues through the curriculum, via Citizenship lessons in particular and through school assemblies
- As a school community, we should not allow cases of bullying to go unreported
- Pupils should refuse to be involved in any bullying situation
- Report to a member of staff any incidents of bullying that they experience
- Speak up on another pupil's, or staff's, behalf if they are being bullied
- It is everyone's responsibility to ensure, whatever the circumstances, that no pupil, staff member or visitor becomes a victim of bullying

What Staff Should Do to Prevent Bullying:

Through their training and experience, members of staff are expected to promote an anti-bullying culture by:

- Celebrating achievement
- Displaying the Anti-bullying code in class or reception area
- Disciplining sensibly and fairly – see the Behaviour Policy
- Being role models in word and action at all times
- Being observant of signs of distress or suspected incidents of bullying – reporting them to Mr Aslam or Ms Khanom, who will take appropriate action

- Making efforts to remove occasions for bullying by active patrolling during supervision duties
- Arriving at class on time and moving promptly between classes or teaching spaces
- Taking steps to help victims and remove sources of distress without placing the victim at further risk
- Listening carefully to any complaint of bullying and make accurate notes
- Not guaranteeing anonymity or confidentiality to the pupil or parents/carers
- Parents are always informed in any case of bullying
- If a complaint is substantiated, the seriousness of the sanction, which may involve suspension, will be proportional to the offense and age/development of the child or member of staff. In serious cases, exclusion will be considered. An attempt will always be made to help the bully to support an understanding of, and options for changing their behaviour.

Procedures for Dealing with Alleged Cases of Bullying:

- Act as quickly as possible
- Report the possibility of bullying to the Head and log it into the incident book kept in the school office. Incident Reports should be completed by all members of staff involved.
- The bullied pupil will be given a safe opportunity to talk about what has happened and reassured
- The alleged bully(ies) will be interviewed
- Written statements may be asked for
- At every stage, support and mentoring will be provided for both the victim and the bully
- Staff must remain objective, taking neither side
- It is important to establish the truth
- Where appropriate, both parties may be brought together to clarify facts
- In all cases the children are taught the skills of emotional literacy and are given opportunities to learn new behaviour and social skills
- In all cases parents of participants will be informed
- All sanctions will be considered depending on the particular case and may range from some form of sanction/counseling, fixed term suspension to expulsion (for severe and persistent cases of bullying) or possible dismissal (in case of staff member). In extreme cases, outside agencies such as the Police or the Social Services Department may need to be involved. For further information on when a referral would be necessary, please see the school's Safeguarding and Child Protection Policy.
- The follow-up is vital – the situation must continue to be monitored to ensure that things have improved. All reports of bullying will be monitored and evaluated to improve our systems.

The School Recommends that Parents Should:

- Watch for signs of distress in their daughter and for an unwillingness to attend School.
- To be suspicious of a pattern of headaches, missing equipment, request for extra money, damages clothes or bruising.
- Take an active interest in their daughter's social life and acquaintances. Be aware of your daughter's use of social media, email and internet chat rooms.
- Advise their daughter to tell a member of staff about any incidents. If possible, allow her to report and deal with the problem by themselves. They can gain much respect through taking the initiative and dealing with the problem without parental involvement.
- Inform the School immediately if bullying is suspected.
- Keep a written record (who, what, when, where, why, how).
- Do not encourage their child to retaliate.
- Communicate to the child that parental involvement, if necessary, will be appropriate for the situation.

- Be willing to attend meetings at the School if your daughter is involved in any bullying incident.
- Be willing to inform the School of any cases of suspected bullying, even if your child is not directly affected.

Formal Complaint:

If the victim's parents are not satisfied with the action taken, they should discuss this with the Headteacher in the first instance, and may make a formal complaint, according to the School's complaints procedure.

Bullying between Parents and Teachers:

Where a parent or a colleague is suspected of bullying a member of staff, staff should speak to the headteacher as soon as possible. All reported incidents will be investigated with appropriate support given and action taken. Counseling and mentoring, as appropriate, will be offered and, where necessary, disciplinary action will be triggered for accused/offending members of staff – this may include a warning or dismissal. Where a parent is bullying a member of staff, appropriate investigations will be made and, where appropriate, action may include terminating a place at the school.

Anti-Bullying Code:

If you see someone being bullied:

1. **DON'T** rush over and take the bully on
2. **DON'T** join in
3. **DO** let a teacher or other staff member know
4. **DO** try to be a friend to the person being bullied
5. **DO** try to help the bully stop bullying

If you are the victim of bullying:

1. Tell a teacher or another adult you trust in the school
2. Tell your family
3. Take a friend with you if you are scared about telling someone by yourself
4. Keep telling people until someone takes notice!
5. Don't blame yourself for what has happened

The school will engage with the DfES national anti-bullying campaign and review the policy in light of the issues it will raise.

Monitoring, Review and Evaluation

This policy will be reviewed annually by the Headteacher with input from the School Council. (Due to COVID-19, we are currently not holding school council this year, to avoid mixing of bubbles. Thus this policy has not been reviewed by the school council this year.)

The Headteacher will be responsible for the successful implementation of this policy. This will be done through consultations with the school council, analysis of the incident forms and meetings with the Behaviour Lead.