



# Willows High School

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## Anti-Bullying Policy

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*Signed*.....

*Signed*.....

*Chair of Governors Date*.....

*Headteacher Date*.....

## **Anti-bullying Policy – A Whole School Approach**

### **Our definition of bullying:**

Bullying can be defined as intentional, repeated behaviour by an individual or group of individuals that causes distress, hurt or undue pressure.

Bullying involves the abuse of power in relationships. Bullying can involve all forms of harassment, humiliation, domination and intimidation of others.

Bullying behaviour can be verbal, physical, social or psychological.

We consider the following behaviour to be bullying:

### **Physical:**

- Hitting, kicking, punching
- Pushing, shoving, spitting
- Forcing others to hand over food, money or something that belongs to them, and
- Making someone do something they don't want to do

### **Verbal:**

- Name calling
- Teasing, insults, putdowns
- Threats of any kind
- Making fun of someone because of their appearance, physical characteristics or cultural background, and
- Making fun of someone's actions

### **Indirect: (social and psychological)**

- Excluding others from the activity or the group
- Spreading untrue stories about others
- Making inappropriate gestures
- Taking, hiding or damaging something which belongs to someone else
- Sending nasty emails or text messages, and
- The inappropriate use of websites, social media or camera phones

## **Anti-Bullying Charter for Action**

### **Statement of intent**

We are committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all pupils should be able to tell and know that incidents will be dealt with promptly and effectively. We are a TELLING school. This means that anyone who knows that bullying is happening is expected to tell the staff.

### **Objectives of this Policy**

- All governors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is.
- All governors and teaching and non-teaching staff should know what the school policy is on bullying and follow it when bullying is reported.
- All pupils and parent should know what the school policy is on bullying and what they should do if bullying arises
- Discuss monitor and review our anti-bullying policy on a regular basis.
- Supports staff to identify and tackle bullying appropriately.
- Ensure that pupils are aware that all bullying concerns will be dealt with sensitively and effectively.
- Report back quickly to parents / carers regarding their concerns on bullying.
- Seek to maintain continued professional development and utilise the support of Cardiff Against Bullying, Barnardo's and the School Counselling Service.
- Incorporates opportunities for workshops and discussions within the curriculum.
- Text Message Bullying - This is an increasing problem and is difficult to trace, requiring schools to be particularly vigilant and innovative in finding solutions. Children should be careful who they give their phone number to, and keep a record of the date and time of any offensive message. Teachers need to encourage victims to save messages they are concerned about and let a member of staff see them. When pupils report bullying text messages the school needs to take the complaint seriously; the child's family might also need to contact the police. If such bullying has been carried out by one or more pupils on a persistent basis, or there has been a threat of violence, it will need to be dealt with firmly. The same also applies to malicious e-mails sent by other pupils and messaging via social media platforms.

### **Categories:**

- Racist bullying
- Sexual bullying
- Gender-based bullying
- Bullying on the basis of sexual orientation
- Bullying on the basis of additional learning educational needs or disabilities
- Bullying of those with long term health conditions

## **Strategies To Deal With Bullying**

At Willows High School there is a strong school ethos where effective and systematic programs communicate to all students the message that bullying is not accepted or tolerated.

### **Responsibilities of Staff**

- To model appropriate behaviour, respecting individual differences and diversity.
- To reinforce the message that bullying is not accepted or tolerated
- To treat seriously all reports or observed instances of bullying
- To report incidences or bullying to the relevant Head of Year.
- To be observant of signs of distress or suspected incidents of bullying
- To ensure that students are supervised at all times.

### **Responsibilities of Students**

- To model appropriate behaviour, respecting individual differences and diversity
- To reinforce the message that bullying is not accepted or tolerated
- To help someone who is being bullied
- To refrain from bullying others
- To inform their Head of Year in the first instance if they are being bullied or if they see someone else being bullied – both at school and on the way to and from school.
- Pupils can also report an incident of bullying on [pupilvoice@willows.cardiff.sch.uk](mailto:pupilvoice@willows.cardiff.sch.uk)

### **Responsibilities of Parents**

- To model appropriate behaviour, respecting individual differences and diversity
- To reinforce the message that bullying is not accepted or tolerated
- To instruct their children to tell the appropriate authorities if they are bullied
- To watch for signs that their child may be bullied
- To speak to their child if their child is being bullied, or they suspect that this is happening.
- Parents can also report incidents of bullying using [parentvoice@willows.cardiff.sch.uk](mailto:parentvoice@willows.cardiff.sch.uk)

### **Bullying Outside the School Premises**

Schools are not directly responsible for bullying that occurs off the premises but we know that bullying can occur outside the school gates and on journeys to and from school. The bullying may be done by pupils from our own school, by pupils from other schools or by people who are not at school at all. Where a pupil or parent tells us of bullying off the school premises we will:

- Talk to pupils about how to avoid or handle bullying outside of school
- Talk to the Headteacher of another school whose pupils are bullying
- Talk to the police

## **PROCEDURES**

If a member of staff witnesses a bullying incident, or is informed of a bullying incident (s) the following is carried out:

Either:

- refer the incident to the relevant Head of Year (HOY) using the school's ClassCharts system.

Or

- obtain a written record of the events from both victim and bully and then refer to HOYs in the first instance.

### **Students Who Bully Others May Face One or More of the Following Consequences:**

- Involvement in a restorative process
- Referral to the School Counsellor
- Removal from the group – Internal Inclusion
- Privileges may be withdrawn
- Sanctions outlined in the school's Discipline Policy such as detention and exclusion from school.

Willows High School aims to provide a safe and secure environment promoting personal growth and excellence in all students. We aim to develop confidence and self esteem to empower students to take responsibility for themselves and their actions. As part of this, the anti-bullying message is consistently communicated to students.

### **Evaluating Our Policy**

We will evaluate our anti-bullying policy using the following measures:

- The numbers of incidents that are reported to staff over a given period on the ClassChart system.
- Pupils' perceptions of bullying in school through structured discussions in class time / Pupil Voice.
- Pupils' perceptions of the scale of bullying through periodic questionnaires / PSE sessions.
- The number of days of absence which are thought to arise as a consequence of bullying – monitored by HOYs.
- The number of complaints and compliments that we receive from parents
- From the comments made by visitors and other people connected with the school.

### **Ownership of this Policy**

This policy was drawn up by a working group of staff and Governors, parents and pupils.

The policy applies to all staff and to all pupils, whether temporarily or permanently on the school roll.