



TRINITY COLLEGE ANTI-BULLYING POLICY 2019-2020

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Statement of Intent

Trinity College are committed to providing a caring, friendly and safe environment for all of our pupils, so that they can learn in a secure atmosphere.

Bullying of any kind is unacceptable in Trinity College. If bullying does occur, all pupils should feel able to tell staff and should be confident that incidents will be dealt with promptly and effectively. All staff have a responsibility to take any suspicion or disclosure of bullying seriously, no matter what the details or provenance, and should respond immediately.

Everyone at the Trinity College has:

- The right to feel and be safe physically and emotionally
- The right to be treated fairly, politely and with respect
- The right to have a positive, happy and safe environment

Everyone at the Trinity College has the responsibility to:

- Care for and respect everyone
- To break the silence on bullying or any form of abuse

These rights and responsibilities are on display throughout Trinity College, staff and pupils can refer to them at any time.

Objectives of this Policy

Staff should understand what bullying is.

Staff should know and understand the Trinity College policy on bullying.

Staff should follow the correct procedures when bullying is reported.

Pupils and their parents/carers should know what Trinity College does should bullying arise.

Pupils and their parents/carers should be assured that the Trinity College takes bullying seriously and that they will be supported when bullying is reported.

Pupils at Trinity College feel able to tell a member of staff when they have experienced or seen bullying, knowing that the actions taken will not only be prompt but sensitive to their concerns.

All outside agencies, such as the police, social services and health professionals are consulted and their help enlisted where and when appropriate.

What is Bullying?

Bullying is the use of aggression with the intention of hurting another person physically or emotionally.

Bullying is usually persistent and can take many forms:

- Emotional: Being unfriendly, excluding from peer groups, and tormenting i.e. hiding possessions
- Physical: Pushing, kicking, hitting, other kinds of violence
- Racist: Racial; taunts, graffiti, gestures, name calling
- Sexual: Sexual harassment (unwanted physical contact), sexual abuse/demeaning comments
- Homophobic: Because of or focussing on the issue of sexuality
- Verbal: Name calling, sarcasm, spreading rumours, teasing, threatening, intimidating
- Non-Verbal: Staring someone out, laughing at someone as a group
- Cyber: All inappropriate use of the internet or other forms of communication technology (for example: phones to send threatening messages, spread rumours, name call etc)

What are the signs of Bullying?

Staff and parents should be aware of when a child is possibly the victim of a bully. Signs may include:

- Frightened to walk to and from the Trinity College
- Doesn't want to use the Trinity College transport
- Begs to be driven to the Trinity College
- Changes the usual route to the Trinity College
- Is unwilling to go to the College (School phobic)
- Begins to truant
- Frequently complaining of being unwell both at home and at the Trinity College
- Becomes isolated and withdrawn
- Begins to do poorly in Trinity at schoolwork
- Has clothing and belongings that get damaged or go missing
- Has physical bruising or other evidence of assault
- Has monies that are frequently 'lost'
- Refuses to attend lessons
- Hangs round a member of staff or stays in the classroom at breaks and after the end of the day till certain people have gone home
- Becomes aggressive or unreasonable
- Stops eating
- Runs away or threatens self-harm
- Gives improbable excuses for any of the above

These signs and behaviours could have other causes, but bullying should be considered a possibility and should be investigated.

Dealing with Bullying: 1. Prevention and Education

Trinity College is not completely free from bullying; were the school to believe this, the pupils here would be at risk of harm.

Trinity College staff have a responsibility to ensure that the school is as safe as can be for all members of its community.

The following strategies should be in place to ensure that the correct ethos towards bullying is established and that pupils are prepared and can act confidently should bullying occur:

- Trinity College's policy on bullying is known to parents, carers, staff and pupils. This should be reviewed and re-issued annually
- All staff, pupils, parents and carers know what to do if bullying occurs. A simplified 'code' of actions is displayed around the school
- All pupils should know that bullying is totally unacceptable at Trinity College. They should also know that if they are bullied it is not their fault. Pupils should be encouraged to tell, even if they are not personally involved. These messages should form part of the PSHE and British Values programmes and should be reinforced in assemblies and on other appropriate occasions
- All staff should be trained on how to deal with bullying or suspicions of bullying
- The PSHE and British Values programmes should include opportunities for pupils to discuss bullying and the bully and explore feelings and attitudes
- Staff should be aware of potential difficulties between pupils and take them into consideration in seating plans and general classroom management
- Staff on duty during breaks should patrol regularly areas of the site where bullying might go on undetected
- Trinity College should provide 'quiet' areas which are supervised at breaks and lunchtimes so that nervous or vulnerable pupils can go somewhere they feel completely safe
- Trinity College induction programme for pupils should be used to support vulnerable pupils and help them to settle in.

Dealing with Bullying: 2. What Parents Should Do

All parents/carers should be made aware of Trinity College's policy when their child joins and reminded of it at appropriate times. In addition, parents should be reminded through the Trinity College's communications that if they think their child is being bullied, they should:

- Reassure the child. It is not their fault and the matter will be dealt with sensitively. The child has done the correct thing in 'telling'
- Contact the Pastoral Manager in the first instance or another member of the SLT

Dealing with Bullying: 3. What Pupils Should Do?

Pupils should be regularly reminded that the Trinity College's will not tolerate bullying and that if it occurs, they should:

- Tell someone immediately, at home or at the Trinity College's, even if they are not personally being bullied but have seen it happening to others
- Use 'safe' areas at the Trinity College's during break times until the matter comes to the attention of an adult
- If you find it difficult to talk to anyone at school and/or home, then you can phone the 24hour ChildLine service on 0800 1111. All calls are free/confidential and trained counsellors will help any child with a problem

Dealing with Bullying: 4 What the Trinity College Staff Should Do?

If a pupil discloses bullying to a member of staff, they should deal with the matter immediately. The child may have worried over their problem for some time and will want it to be dealt with quickly.

Staff should take all disclosures seriously, even if, as adults, they do not think the incidents described are 'real' bullying or very serious. Staff should remember that children have a very different perception of what may or may not be serious.

Staff should be aware that insensitive handling of a bullying incident might result in more not less difficulty for the victim. If staff are unsure how to proceed, they should always take advice.

Different circumstances may require different approaches but usually will include the following:

- Both the victim and the bully/bullies will be interviewed and counselled by an appropriate member of staff. Discussions will be had with and or letters will be sent to the parents of both parties
- The victim should be given a 'safe haven' if required for break times until the matter is resolved and coping strategies for the short term
- The consequences of further aggression by the bully, if substantiated, should be made clear and the sanctions that the Trinity College will enforce should be outlined. The 'bully' should give some undertaking of how he/she can improve the situation
- Where appropriate the two parties should be supported in meeting face to face to discuss the situation and how it may be resolved
- Both 'victim' and 'bully' should record in writing their view of events
- The member of staff should make a written record for the Pastoral Manager

If the problem persists:

- Both sets of parents/carers should be seen at the Trinity College. A strategy to move forward will be discussed separately. At this point external support or advice may be considered
- Contracts should be drawn up with the pupils and parents agreeing to the course of action

If the situation is not resolved:

The matter would then become subject to more serious sanctions and if the problem persisted could lead to offsite provision, or even consideration of exclusion for a fixed period.

At all times, staff dealing with bullying incidents should ensure that:

- Parents/carers are fully involved and informed of the actions the Trinity College has taken
- Written records are kept of meetings, decisions and actions
- Pupils are monitored i.e. by daily report during the reconciliation period
- The 'victim' is never isolated from lessons because of the potential actions of others

If any child needs to be withdrawn because of a potentially threatening situation it should be the aggressor.

If there is any real and immediate threat to a child's safety, senior staff are informed so that more radical preventative action can be taken.

Developing Anti Bullying at Trinity College

The use of data

<p>We will use data on</p> <ul style="list-style-type: none"> Attendance Exclusions Attainment Transition <p>We will record and analyse data</p>	<p>We will</p> <p>set up systems to collect data</p>	<p>We will</p> <p>Begin to use data to look for patterns and plan for interventions.</p> <p>Identify vulnerable young people</p>	<p>We will</p> <p>Analyse data down to individual level with interventions planned involving multi agencies</p>
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The quality of leadership and management

<p>We will improve the</p> <ul style="list-style-type: none"> Capacity to improve Staff attitudes and skills Resources and access to support including training <p>We will measure the impact of training</p>	<p>We will</p> <ul style="list-style-type: none"> establish staff protocol Enable Staff to self-reflect Create a positive climate 	<p>We will</p> <p>Track and monitor pupil and parent/ carer involvement</p>	<p>We want a</p> <ul style="list-style-type: none"> Social and emotionally literate school Incidents reduced Everyone using the systems
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The quality of our policy and our practice

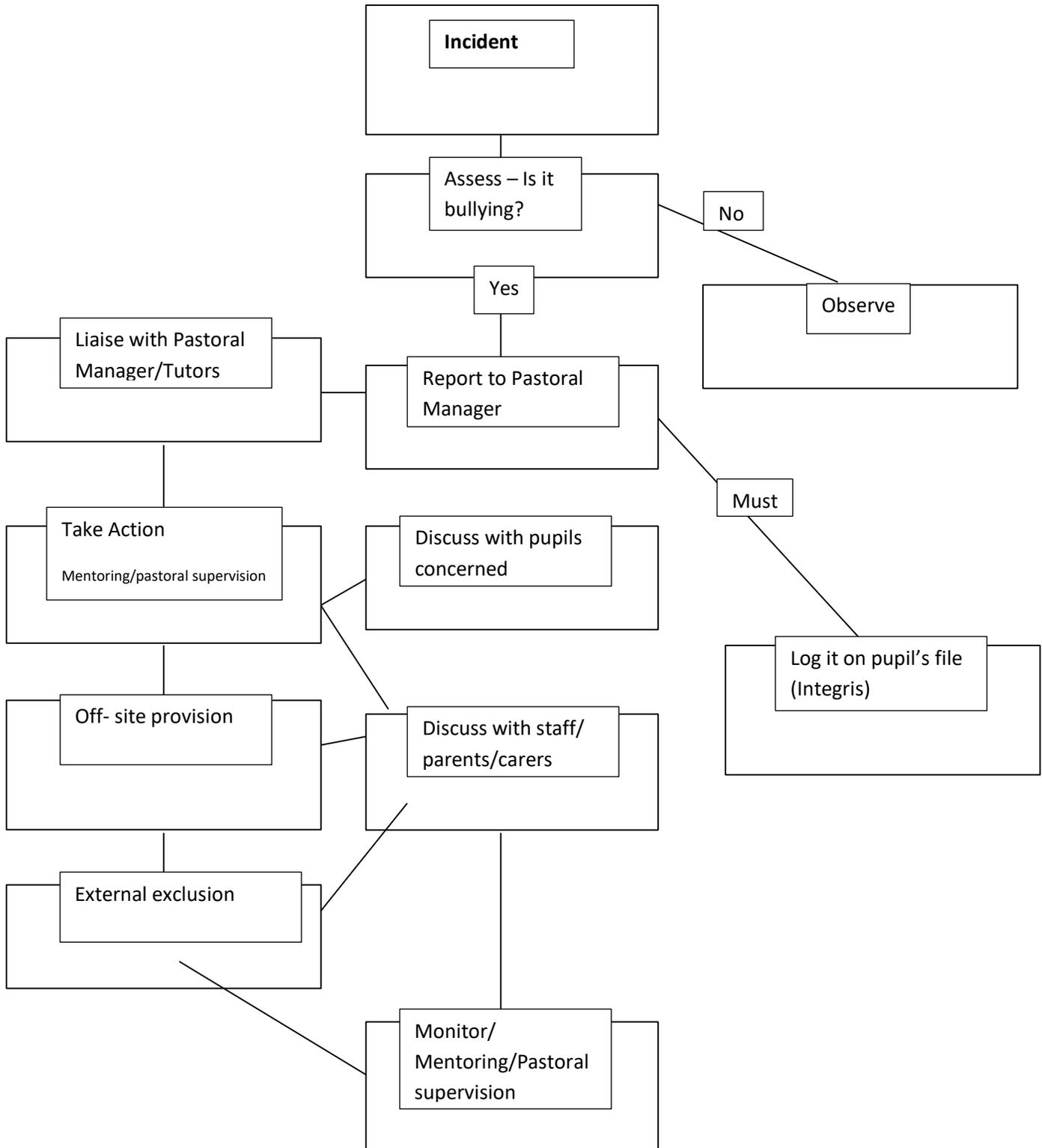
<p>We will engage in</p> <ul style="list-style-type: none"> Policy review and evaluation Use of the anti-bullying Charters Using Self Evaluation Supporting all young people 	<p>We will</p> <ul style="list-style-type: none"> Consult with a wide range of audiences re the content of the policy 	<p>We will</p> <ul style="list-style-type: none"> Agree our definition of bullying and procedures and practices Involve our young people 	<p>We want</p> <ul style="list-style-type: none"> Pupil/parent/carers survey showing increased satisfaction Positive Ofsted comment
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We will communicate effectively

<p>We will have</p> <ul style="list-style-type: none"> Pupil surveys Parental surveys Staff surveys Responding to survey results Partnership with other Horizon care schools 	<p>We will</p> <ul style="list-style-type: none"> Decide what the audience is for different communications Draw up an action plan 	<p>We will have</p> <ul style="list-style-type: none"> Surveys carried out Analysis of responses Feedback to stakeholders Action plan operative 	<p>Our policy is established when:</p> <ul style="list-style-type: none"> Action plan is live Common approach agreed Sharing of good practice All stakeholders actively involved
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FLOWCHART: Procedures to be followed when bullying occurs

ALL STAGES SHOULD BE RECORDED AND REPORTED



BULLYING: CHECKLIST OF PROCEDURES

1. Take all complaints, observations about bullying seriously
2. All parties involved should be interviewed - notes taken and retained for records (including electronic recording)
3. Full details with witnesses should be obtained

Appropriate action should be taken against the bully/bullies:

- They should always be spoken to and the Trinity College attitude to bullying made clear
- A sanction such as a loss of privilege should be given if appropriate or possible
- Parents/carers should in general be informed, particularly, but not exclusively, where physical bullying is involved. It is important to have full details of incidents
- Cases of repeated bullying should be treated with the utmost seriousness

Speak with the bullied pupil. Tell him/her:

- What you have done
- To keep you informed if the bullying recurs (bullies hide behind silence)
- What they can do to avoid further incidents

As general rule, contact the parents/carers of bullied pupils to let them know:

- What has happened
- That bullying is taken seriously and that you are dealing with it
- That you would like them to contact you if they have any concerns now or in the future

Involve the Tutors/TA's at all times:

- They have a key role in checking periodically with the bullied pupil that everything is alright (they meet every day)

In conclusion

Investigating bullying incidents can be time-consuming, however, for our policy to be effective, the above procedures must be followed.

Trinity College

ANTI-BULLYING COMMITMENT: WE WILL NOT TOLERATE BULLYING

We feel very strongly that all pupils have the right to feel happy and secure when they are at Trinity College and that they should not be bullied or feel intimidated by others. We aim to provide a caring environment in which we treat each other with mutual respect and consideration.

Bullying cannot, and will not, be tolerated.

The implementation of our policy will in due course result in very low levels of bullying, and ultimately, we would want bullying eradicated. We regard bullying as any verbal, physical or psychological intimidation which results in hurting or causing distress to another person. Sometimes problems arise because of misunderstandings between friends or false messages being passed on by a third party but even these incidents need addressing and we will always do this. We will always treat any reported instances of bullying very seriously and can often resolve the problem immediately, as it is brought to our attention. Pupils who feel they are being bullied or witness others being bullied should never accept this situation.

It is your responsibility to break the silence on bullying.

The consequences of bullying can be very serious. Possible indications of bullying which staff and parents/carers can watch for include a reluctance to attend the Trinity College, headaches, stomach aches, loss of interest in school, sleeplessness, fear of walking or travelling with others, bruises, scrapes, a change of personality, loss of books or belongings.

We would ask parents/carers to help in the following ways:

Talk to your child sensitively and calmly about bullying and emphasise that it does not have to happen and that the problem can be solved if the pupils, parents and carers and Trinity College work together. Bullies depend on pupils being too frightened to talk or feeling they are inadequate. Give them the confidence to bring any concerns about bullying to our attention. Do not make them feel guilty if they say they are being bullied. Believe what they are saying and carefully determine the facts. Assure them of your support and that of the staff here at the Trinity College.

Contact Trinity College or make sure that your child contacts the Pastoral Manager or any other member of SLT. We need accurate details of who is involved and what has happened. We accept such information in confidence and will deal with the matter in a way which will protect the pupils being bullied and prevent any repercussions.

Do remember that your child's account is only one side of the story and that we will need to investigate an incident fully before we can decide on the best course of action. Human situations can be quite complex. Sometimes the bully needs help, too, as well as correction. Above all please get in touch with us if you are at all concerned your child may be being bullied.

Information

This Anti-Bullying policy has reference to the new guidance for schools to follow:

- Preventing and Tackling Bullying (July 2017)
- Online abuse and bullying prevention guide (March 2015)
- Equality Act 2010 (May 2014)

This policy covers all aspects of bullying, including cyber bullying and extremism which are both becoming more prevalent.

We, at Trinity College, aim to keep all young people safe from bullying in all forms. This policy should be read in conjunction with the Positive Behaviour and Safeguarding policies.

Further Guidance

Department for Education resources/publications

- Behaviour and Discipline in Schools Guidance (January 2016)
- Preventing and Tackling Bullying (July 2017)
- Preventing extremism in the education and children's services sectors (December 2015)
- Let's Fight it Together: (A video resource about Cyber-Bullying)

Legislative Links

- The Equality Act 2010
- Children Act 1989

Specialist Organisations

- **Child Net International:** Specialist resources for young people to raise awareness of online safety and how to protect themselves
- **Think U Know:** Resources provided by Child Exploitation and Online Protection (CEOP) for children and young people, parents, carers and teachers
- **Digizen:** Provides online safety information for educators, parents, carers and young people
- **The Anti-Bullying Alliance (ABA):** Founded in 2002 by NSPCC and National Children's Bureau
- **Beat Bullying:** A bullying prevention charity
- **Kidscape:** Charity established to prevent bullying and promote child protection
- **The Diana Award:** Anti-Bullying Ambassadors programme to empower young people to take responsibility for changing the attitudes and behaviour of their peers towards bullying.
- **The BIG Award:** The Bullying Intervention Group (BIG) offer a national scheme and award for schools to tackle bullying effectively
- **Restorative Justice Council:** Includes best practice guidance for practitioners