



Anti-Bullying Policy

Scope

This policy sets out the expectations of behaviour at The Hyndburn Academy and its approach in ensuring that all students are safe from bullying behaviour and able to thrive in a positive learning environment in keeping with its core aims and values to bring out the 'best in everyone'.

Vision

The Hyndburn Academy believes that its students have the right to learn in a supportive, caring and safe environment without the fear of being bullied in keeping with its philosophy to bring out the 'best in everyone'

The policy is based on the Academy's basic principles in its aim to prevent bullying incidents and act appropriately and fairly towards both the victim and the aggressor should incidents occur.

This policy sets out the Academy's approach to bullying and intimidation and has been produced taking into account guidance provided by DfE/DCSF 2007 with regards to ensuring that students are 'safe to learn' and 'safe from bullying'. The policy also takes into consideration; The Children's Act 2004, the Children and Young Peoples Plan, Education and Inspections Act 2006 – amended 2011, Equality Act 2010 and The Importance of Teaching 2010 and is in keeping with DfE expectations in Keeping Children Safe in Education 2016.

Definition

For the purpose of this policy, bullying is defined as:

'Behaviour by an individual or group, usually repeated over time, which intentionally hurts another individual or group, either physically or emotionally'.

Bullying can be driven by prejudice, homophobia, sexism or racism. Within this policy the term 'bullying' includes but is not exclusive to the following types of direct or indirect behaviour; cyber bullying, indirect/emotional bullying verbal bullying or physical intimidation towards any student who has any of the protected characteristics referred to in the Equality act 2010. (Race; disability; sex; gender reassignment; ; pregnancy and maternity; age; religion or belief; sexual orientation; marriage)

This policy refers to bullying behaviour displayed by students at any time; The Education and Inspections Act 2006 states that 'head teachers have the right to discipline pupils for poor behaviour that occurs even when the pupil is not on Academy premises or under lawful control of Academy staff'

This policy should be read in conjunction with The Hyndburn Academy's; Equality and Diversity Policy, Safeguarding & Child Protection Policy, SEN Policy and the E Safety Policy.



Aims

- To provide a safe, secure environment where all members of the community can flourish, thrive and feel a sense of belonging in keeping with the Academy's principles.
- To ensure that students are equipped to respond to bullying behaviour so that it can be challenged and dealt with effectively.
- To create a preventative culture/ ethos with regards to incidents of bullying.
- To prepare children for life outside of the Academy as members of a diverse and cohesive society, where all members of the community will be able to develop as active citizens who recognize individuality and treat others with respect.
- To ensure that all students are safe inside Academy from bullying and to strive to ensure that they are also safe in the community and online.
- To ensure that the whole Academy keeps abreast of new legislation and guidance in relation to bullying.
- To monitor, challenge, record and address effectively and appropriately any incidents arising with regard to bullying.

To achieve these aims we will:

- Ensure that all stakeholders and members of the community are consulted on the development, review, evaluation and impact of all relevant procedures and policies and that they are able to access this policy if they wish.
- Ensure that all members of the Academy community have an understanding of the nature of bullying and are aware of the Academy's policy in relation to it, including ensuring that all staff are supported in knowing how to deal with incidents fairly and consistently should they arise.
- Provide relevant and effective staff training and support staff in understanding the needs of students including those with special educational needs and/or disability (SEND) and lesbian, gay, bisexual and transgender stue (LGBT).
- Employ systems to maintain a high standard of behaviour and respect for others throughout the Academy.
- Put a range of systems into place to actively encourage parents and all students across the Academy to report incidents of bullying and express their concerns in relation to it*
- Ensure that any incidents of bullying are recorded, monitored and addressed appropriately – information will be reported to other stakeholders where appropriate and the LGB on a regularly agreed basis.
- Collect and analyse available information and data in relation to bullying incidents across the Academy.
- Ensure incidents are taken seriously, investigated thoroughly and acted on appropriately.
- Where appropriate the Academy will report incidents of bullying to the police and co-operate fully with any investigation arising.
- Employ restorative approaches where appropriate to encourage any students involved in bullying behaviour to develop a greater understanding of the impact of their behaviour on others. Other parties including the Academy police liaison officer and PCSO or any other agencies appropriate will be involved as appropriate.
- Ensure that both perpetrators and victims are appropriately supported by employing strategies within Academy to challenge this behaviour and where appropriate enlisting the support of any other relevant agencies/professionals to help both parties move forward and avoid further such incidents.
- Where appropriate, work with any relevant outside agency in offering support and advice to parents, victims or perpetrators.
- Be pro-active and put into place preventative strategies by raising awareness of standards and unacceptable behaviour towards others inside Academy, in the community and online throughout the embedded curriculum, Personal Development curriculum, the Academy's pastoral care system and taking part in activities such as anti- bullying week.



- Be pro-active in identifying vulnerable students or those who may be considered at risk and put into place mechanisms to support them and their specific needs.
- Be pro-active and support vulnerable students by ensuring that the Academy is safe; this includes a high and visible staff presence at all times, places and activities available for students at social times and CCTV covering the whole premises.
- Ensure that any incidents reported with regards to bullying between staff are dealt with in keeping with the group's grievance procedure – in this case allegations will be investigated by a delegated investigating officer thoroughly and appropriate action will be taken by the senior management team. Both parties will be supported through this process.
- Ensure that bullying incidents that may occur between any other adults including parents/staff will be investigated by a nominated investigating officer and will be dealt with appropriately by the management team at the Academy. If appropriate cases of bullying or intimidation between stakeholders may be reported to the police.
- Ensure that actions taken in relation to cyber bullying; use of technology and distribution of intimate or inappropriate images are addressed appropriately in partnership with supporting agencies including police – in keeping with our e-safety policy.
- Ensure that students are involved in the whole Academy anti-bullying strategy.
- Raise awareness through assemblies and communication with parents.

Recording of Incidents

Bullying incidents are recorded both electronically in the Academy's management system and within files held centrally by the Associate Assistant headteacher (LBR). Bullying incidents are reported to the LGB/ Pastoral governor's / Academy Improvement Board Link on a termly basis.

Analysis of bullying incidents by the Associate Assistant headteacher (LBR), the LGB/ Pastoral governor, Heads of Year, the Safeguarding officer (VS) and Heads of year will inform future planning for intervention, raising awareness and pro-active activities.

Any serious single or repeated incidents of bullying will be reported to the child protection team. CPOMS from Easter 2020.

Reporting of Incidents – About Children

Bullying should be reported by parents, staff, victims or any other student or party that may be a witness to bullying behaviour in any of the following ways.

- By putting information into any of our anonymous anti-bullying boxes which can be found within the Academy building and in main reception.
- Reporting concerns or incidents online via our SHARP online anti-bullying reporting system – the message will then go directly to Miss Palmer Headteacher
- Reporting any incidents or concerns to Mental Health Ambassadors who have received training, they will be able to pass information to an adult who is able to deal with it effectively in Academy.



What to do if you feel you are being bullied:

Children

If you feel worried; we would like you to us as soon as possible, before the end of the Academy day

- Speak to a friend if you want support to tell someone else.
- Speak to a Mental Health Ambassador
- Complete a Yellow slip and give it to a HOY or put it into one of the 'I need to talk boxes'
- Speak to a member of staff.
- Tell your parent / carer if you would like them to make contact.
- Email from home using the SHARP Online System.
- Tell parents to tell us

The Academy will ensure:

- We will acknowledge your concern within 24 hours
- You will be listened to by an adult
- The adult will make sure they have explained what actions they intend to put in place to make you feelsafe.
- The adult will continue to support you until you are no longer worried and the issue is resolved.
- We aim to resolve incidents within 2 weeks

Parents / carers

If you feel worried about your child / ward or they have told you about an issue;

- Telephone Academy and speak to the Head of Year on 01254 885378
Year 7 Mrs Burrows Mandy.burrows@hyndburnacademy.org.uk
Year 8 Mr Bradshaw Tom.bradshaw@hyndburnacademy.org.uk
Year 9 Mrs Eccles jaclyn.eccles@hyndburnacademy.org.uk
Year 10 Miss Hall Kady.hall@hyndburnacademy.org.uk
Year 11 Mrs Ross Jess.Ross@hyndburnacademy.org.uk
- Report your concerns or incidents online via our SHARP online anti-bullying reporting system – the message will then go directly to Miss Palmer Headteacher who will action the Academy's response.
- Fill in an orange slip (available in reception) and post it in the 'We need to talk' box in reception.

The Academy will ensure;

- That you will get a response within the Academy day to acknowledge your concerns and an outline of actions to be taken.
- That the person who is leading the response stays in contact with the parent / carer until the issue is resolved.
- The Associate Assistant Headteacher, Mrs Braysford will monitor that issues raised are acknowledged and that the Academy's response is appropriate at all times.



Staff

If you feel worried about a child;

- Fill in an orange form- even for little niggles
- Take advice if necessary – speak to the child.
- Speak to or email the Head of year with their concerns.
- Fill out a student welfare form if it is a safeguarding concern.
- Use the Sharp online system

The Academy will ensure;

- That if you have passed on your concerns, we will make sure we communicate with you when the issue has been resolved.
- We will support you if you feel affected by any issues that you have been dealing with.

Student Engagement

Strategies employed at the Academy to challenge and prevent the development of bullying behaviour include the appointment and training of student leaders including Academy council, peer mentors and prefects so that they can act as ambassadors in Academy for anti-bullying and a source of information and advice for other students. Information is also regularly gathered from the whole student body with regards to the leadership and management, behaviour, expectations and anti-bullying at the Academy. The views of students are taken into account and informs planning and intervention for anti-bullying. Students identified will represent all year groups and all micro-populations in the Academy including SEN students.

The Academy actively promotes respect and celebrating difference through reward and celebration. There are high expectations which encourage good behaviour and reject all forms of bullying. Success in relation to anti-bullying is recognised within the Academy's own celebration events and applications for external awards on behalf of individuals or the Academy.

The Academy will highlight equality and celebrating difference; regularly raising awareness through assemblies, themes of the week, competitions and recognition of nationally recognised days in order to drive out any prejudice driven bullying.

We support the victims in the following ways:

- Offering them an immediate opportunity to talk about the experience with their Head of Year, form tutor, pastoral mentor or another teacher if they choose for as long as it is needed.
- Offering the victim the opportunity to be a part of a restorative justice approach with the perpetrator if they feel comfortable with this.
- Informing the victims' parents/guardians as soon as possible.
- Arranging strategy sessions with our pastoral managers, Academy counsellor or Academy nurse. This may be to support victims in developing or regaining confidence or self esteem, or to help them to develop coping strategies.
- Offering students a 'Are you ok plan' to monitor other students' behaviour towards them.



In addition to any disciplinary action we would support students who display bullying behaviour in the following ways:

- Talking about what happened, to discover why they became involved.
- Informing the bullies' parents/guardians as soon as possible.
- Continuing to work with the bullies in order to re-educate perpetrators and support them in changing their behaviour in support sessions delivered by the Academy pastoral staff.
- Referring students who display bullying behaviour, to any external agency (YOT, Family Support Team, PCSO, YNOT etc) if appropriate.
- Offering the opportunity to meet with victims as part of a restorative approach if the victim is comfortable.

Disciplinary action taken may include:

- Official warning to stop offending.
- Informing the bullies' parents/carers. A meeting will be held with a member of the senior management team.
- Internal exclusion from the Academy community for a period of time or at break and/or lunch times in our RESET room.
- Arrange for them to be escorted to and from the Academy premises or detained at the end of the day.
- Fixed term exclusion from Academy
- Permanent exclusion in the event of serious and/or persistent bullying.

Cyber-bullying

Internet or cyber-bullying both inside and outside Academy hours is unacceptable. Cyber-bullying has an impact on the learning, relationships and ethos within Academy. The Academy will work with students to ensure that cyber-bullying is challenged and take appropriate action with students within the Academy who may be involved. Victims of cyber-bullying will be supported by the Academy's Year heads. Perpetrators of cyber bullying will be challenged and will be supported by pastoral staff in changing their behaviour.

All parents will be informed when the Academy is made aware of issues arising from social networking.

The Academy will continue to ensure that students know and understand how to remain safe online. CEOP trained staff work with students in Personal Development Days and provide resources and support as appropriate. Outside speakers will also be invited into the Academy including the police and e-safety team to promote internet safety.

Internet safety is embedded across the curriculum and the Academy has robust monitoring systems and all students and staff will be expected to use Academy technology in keeping with the Online Safety Policy and are required to sign documentation to this effect. Students' home pages provide information for e-safety as a constant reminder and e-safety is delivered as part of the PSHE curriculum.

Students/parents who report cyber bullying to the Academy will also be encouraged to report their concerns to the site provider and the police. The Academy will co-operate fully with any investigation with outside agencies.



Leadership, Management and Governance

Responsibilities - The Governing Body

- Ensure that the Academy complies with this policy from its implementation.
- Ensure that the Academy's policy and its procedures and strategies are carried out and monitored with appropriate impact assessments informing future strategies.
- The Governing body / Academy Improvement Board will challenge the management team with regards to management and monitoring of the Academy's anti-bullying strategy and bullying behaviour. The named governor for anti-bullying strategy is Joanne Leech.

Responsibilities - The Headteacher

- Implement the policy, its strategies and procedures and ensure that all stakeholders are aware of this policy and have access to it.
- Ensure that all staff receive appropriate support and continued professional development in order to ensure that this policy is implemented.
- Actively challenge and take appropriate action in any cases of bullying and ensure that any incidents of harassment or bullying are dealt with and recorded appropriately.
- Respond appropriately to any issues or concerns raised by any stakeholder in relation to bullying, intimidation or harassment.
- Ensure support and guidance for staff in dealing with and identifying bullying behaviour. This may take the form of formal external training, in service training or support from a senior member of staff when incidents may occur.
- Report to governors / SIB annually regarding any incidents, action in relation to bullying.
- Ensure analysis or evaluation of incident records is undertaken to inform practice improvement.

Responsibilities - All Staff

- Be vigilant in all areas of the Academy in relation to any type of harassment and bullying and ensure that appropriate and fair action is taken in relation to any incidents.
- Identify and challenge bullying and discrimination through an inclusive curriculum and whole Academy ethos.
- Be a role model for students and treat all other staff and students with respect in keeping with the Academy's basic principles of 'believe, aspire, achieve and respect'
- Actively promote good behaviour and a positive ethos through a system of recognition, reward and celebration of success, using reward systems to model and encourage respect, acceptance and tolerance between students and staff.

Breaches of the policy will be rigorously followed up using appropriate procedures and reported to the Governing Body/United Learning as required.



Policy Planning and Development

Views of stakeholders will be taken into consideration in the implementation of this policy.

Stakeholders will be regularly consulted via a variety of methods including; peer mentor/prefect/ Academy council meetings, pastoral staff meetings, governors and SIB meetings and regular questionnaires to inform further action.

There will be a systematic review of the impact of policies within an appropriate time scale.

Monitoring and Quality Assurance

A central record, target setting, reporting and analysis of data will continue to ensure that all students are supported in fulfilling their potential and that students that are involved in bullying or are victims of it are well supported.

Quality assurance procedures for monitoring will be in keeping with agreed systems and evidence of implementation will be found in Academy discipline records and data collection systems. Data collected will be used to inform further Academy planning, action, target setting and decision making in relation to anti- bullying strategy.

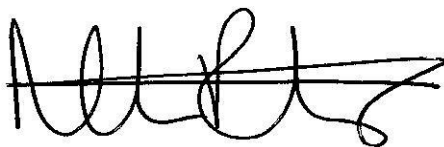
This process will be continuously developed and monitored by the Academy's senior leadership team.

Named person responsible for this policy Miss N Palmer

Named governor responsible for this policy Joanne Leech

Agreed by The Hyndburn Academy LGB Ratified: 23rd September 2021

Signed by Headteacher:
23/09/2021



United Learning
The best in everyone™

■ Ambition ■ Confidence ■ Creativity ■ Respect ■ Enthusiasm ■ Determination