

Anti-bullying Policy – appendix

Tuxford Academy

September 2023

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1. Definition of bullying

“The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. Bullying can be physical, verbal or psychological. It can happen face-to-face or online” – **Anti Bullying Alliance**

2. Policy appendix statement

Vision, mission, and values

To achieve and maintain outstanding anti-bullying practice, Tuxford Academy is committed to student wellbeing through:

- Communicating our vision: **To inspire. To raise aspiration. To create brighter tomorrows**
- Our mission: We nurture curiosity, develop wellbeing and empower children and young people to go beyond their aspirations. Together, we make a difference in our diverse communities and in the lives of those who learn with us and work with us
- Articulating our values: **We empower. We respect. We care.**

3. Purpose and intent

This policy appendix, adheres to the [Diverse Academies Anti-bullying Policy](#) and to the latest guidance found in [DofE preventing and tackling bullying advice](#)

In addition the appendix links to:

- Equalities Act 2010
- Education and Inspection Act 2006, 2011
- Children Act 1989
- Protection from Harassment Act 1997
- Malicious Communications Act 1988
- Public Order Act 1986
- Keeping Children Safe in Education 2022
- Working Together to Safeguard Children 2018
- SEND Code of Practice 2015

In creating a safe and positive culture our academy:

- Staff support and model good behaviours and always promote anti-bullying measures.
- We support students who have been subject to bullying and / or discrimination.
- We effectively manage bullying episodes and incidents for all students, including those with special educational needs and disabilities (SEND) through recognising the importance of inclusivity.
- Our graduated response is consistent in our approach to sanctions for specific bullying issues (including misbehaviour online and suspected criminal behaviour)
- Staff sanction student bullying episodes using appropriate steps in accordance with the academy sanctions procedures.

We work closely with parents and carers in upholding our zero-tolerance approach to bullying and discrimination apply the policy, under paragraph 7 of Schedule 1 to the [Education \(Independent School Standards\) \(England\) Regulations 2010](#) we ensure that arrangements are made to always safeguard and promote the welfare of students.

4. Roles and responsibilities

- Local Academy Committee - link governor – Rob Lancaster
- Principal – Jon Hardy
- Behaviour lead – Carl Longmore
- Designated Safeguarding Lead – Anna Leathem-Pugh
- Online Safety Lead – Anna Leathem-Pugh
- SENCO – Scott Thompson

The Principal ensures that all staff at Tuxford Academy:

- Communicate this policy appendix to the respective academy community, to ensure that disciplinary measures are applied fairly, consistently, and reasonably, and that a member of the senior leadership team has been identified to take overall responsibility
- Recognise that some members of our community may be more vulnerable to bullying and its impact than others; they develop and deliver effective strategies to prevent bullying from happening and provide appropriate support, if required
- Commit to facilitating intervention by identifying and tackling bullying behaviour appropriately and promptly
- Deal with bullying concerns sensitively and effectively; that everyone should feel safe to learn and abide by the anti-bullying policy
- Are trained to identify all forms of bullying, and to follow the academy policy appendix and procedures (including recording and reporting incidents)
- Report back to parents/carers regarding concerns on bullying and deal promptly with complaints
- Support staff to promote positive relationships which helps in preventing bullying
- Investigate incidents promptly and as fully as possible
- Support the management of bullying issues through facilitating communication and consultation within parents / carers and relevant agencies when appropriate
- Utilise support from the Local Authority and other relevant organisations when appropriate
- Learn from good anti-bullying practice elsewhere and share this with the senior leadership leaders and wider staff at the academy

Staff (through delegated responsibility from the Principal):

- Create and support an inclusive environment which promotes a culture of mutual respect
- Work with staff and outside agencies to identify all forms of prejudice-driven bullying
- Actively provide systematic opportunities to develop students' social and emotional skills, including their resilience
- Challenge practice which does not uphold the values of tolerance, non-discrimination, and respect towards others
- Proactively gather and record concerns and intelligence about bullying incidents and issues so as to effectively develop strategies to prevent bullying from occurring
- Work with other agencies and the wider academy community to prevent and tackle concerns
- Reinforce our safe, respectful, ready approach and use this to challenge any behaviours which are not respectful of others

Local academy committee:

- The academy committee regularly review incidents of bullying and challenge and reviews the academy policy and procedures in line with the [Diverse Academies Anti-bullying Policy](#)

Students:

At Tuxford, we value student voice. We will:

- Regularly canvas student views on the extent and nature of bullying and build this as part of curriculum offer
- Ensure that all students know how to express worries and anxieties about bullying with staff or through My Concern

- Be absolutely explicit in ensuring all students are aware of the range of sanctions which may be applied against those engaging in bullying
- Involve students in anti-bullying campaigns in schools and embed messages in the wider academy curriculum
- Offer support to students who have been bullied and to those who are bullying in order to address the problems they have
- Reinforce our safe, respectful, ready approach and use this to challenge any behaviours which are not respectful of others

Parents/carers

We will:

- Make sure that key information (including policies and named points of contact) about bullying is available to parents/carers in a variety of formats
- Ensure that all parents/carers know who to contact if they are worried about bullying (Designated Head of Year, Assistant Principal; Carl Longmore)
- Ensure all parents/carers know about our complaints procedure and how to use it effectively
- Ensure all parents/carers know where to access independent advice about bullying
- Work with all parents/carers and the local community to address issues beyond the academy gates that give rise to bullying
- Ensure that parents work with the academy to role model positive behaviour for students, both on and offline
- Expect parents and carers to take some responsibility for educating their child about the risks presented online in terms of bullying and abuse
- Reinforce our safe, respectful, ready approach and use this to challenge any behaviours which are not respectful of others

5. Preventing bullying procedures

We seek to prevent bullying by:

- Creating and supporting an inclusive environment which promotes a culture of mutual respect
- Consideration and care for others which will be upheld by all
- Actively providing systematic opportunities to develop students' social and emotional skills, including their resilience via Core College Time and Global Awareness
- Providing a range of approaches for students, staff and parents/carers to access support and report concerns
- Challenge practice which does not uphold the values of tolerance, non-discrimination, and respect towards others
- Consider all opportunities for addressing bullying in all forms throughout the curriculum and support with a range of approaches such as through displays, staff awareness posters in designated staff areas, assemblies, peer support and the student council
- Regularly update and evaluate our approaches to consider the developments of technology
- Provide up-to-date advice and education to all members of the community regarding positive online behaviour
- Actively create safe spaces for vulnerable children and young people
- Use a variety of techniques to resolve the issues between those who bully and those who have been bullied
- Celebrate success and achievements to promote and build a positive academy ethos

5. Responding to bullying

We reflect and review our protocols and procedures regarding incidents of bullying at regular intervals, to ensure that any problems have been resolved in the long term.

Students should initially report bullying to their form tutor or a trusted adult. In response to an incident, the academy will take appropriate action following these procedures.

- Parents/carers should report their initial concerns about possible bullying to their child's form tutor. If bullying is suspected or reported, the incident will be dealt with by the member of staff who has been approached
- A clear and precise account of the incident will be recorded and given to the relevant member of staff
- The incident will be recorded and investigated
- The form tutor will be kept informed
- When responding to cyberbullying concerns, the academy will take all available steps to identify the bully, including looking at the academy systems, identifying and interviewing possible witnesses and contacting the service provider and the police, if necessary. The police will need to be involved to enable the service provider to look into the data of another user
- Where the bullying takes place outside of the academy site, then the academy will ensure that the concern is investigated, and that appropriate action is taken in accordance with the academy's behaviour policy
- Parents/carers will be kept informed
- Sanctions will be used as appropriate
- If necessary and appropriate, the police or other local services will be consulted
- Visitors or bystanders should report bullying at the academy's main reception and it will be passed on to the appropriate member of staff and the incident will be dealt with using the same protocols
- We are currently in the process of identifying further strategies to support the victims of bullying

6. Reporting and recording bullying procedures

Incidents of bullying will be recorded on our Class Charts system and the academy safeguarding system, My Concern.

Obligatory action	Practice/procedure / actions that are specific to Tuxford Academy
Form tutor/Head of Year/pastoral lead/behaviour lead/ DSL informed – determination of case. Is it bullying?	Teachers and staff members may also be involved in this process
Statements taken from alleged victim, perpetrator, and witnesses	Statements should be standardised, signed, and dated and reflect objectively what has occurred
Parents & carers of all parties informed at the appropriate opportunity	The medium of communication may be verbal/phone or Weduc if needed for communication/translation
Full recording of incident logged on My Concern	This may be by the originator (witness) or a member of the wider team
Follow up meetings arranged with parents/carers where appropriate	There may be instances where meetings raise the need for broader interventions such as 'Early Help' etc.
Potential PCSO involvement in serious cases or as an ongoing intervention for individuals/groups	There may be cases where the seriousness merits police involvement or where parents/carers have made that contact themselves
Specific and compulsory, intervention work with the perpetrator(s)	Interventions may include, restorative justice, anger management; empathy programme; behaviour contract; use of 'peer mentors'

7. Child-on-child Cyber/Online Bullying

Tuxford Academy has a specific Online Safety Policy Academy Appendix. All forms of bullying via this medium are handled in accordance with the guidance outlined in [KCSIE](#) and we recognise this type of bullying as a form of child-on-child abuse.

8. Supporting Students

Students who have been bullied will be supported by:

- Offering an opportunity to discuss the experience with their teacher or a member of staff of their choice
- Reassuring the student and providing continuous support
- Restoring self-esteem and confidence
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance
- Listening to the student and their parents/carers to determine how to best support the moving forward
- A commitment to victim management by establishing procedures which will offer reassurance and confidence to the victim

Students who have bullied will be helped by:

- Discussing what happened and establishing the concern and the need to change
- Informing parents/carers to help change the attitude and behaviour of the child
- Providing appropriate education and support from the form tutor and Head of Year
- Sanctioning in line with the Academy Behaviour Appendix; this may include official warnings, reflections, internal exclusions, suspensions and permanent exclusions.
- Speaking with police or local services

9. Education and training

Our academy will provide opportunities to:

- Train all staff, including teaching staff, support staff (e.g., administration staff, lunchtime support staff and site support staff) and pastoral staff, to identify all forms of bullying and take appropriate action, following the respective academy policy and procedures (including resources on identifying bullying and recording and reporting incidents).
- Update staff on the latest research and publications around all forms of bullying and exploitation (including, for example – online, child-on-child abuse, child sexual exploitation and county lines), within the context of contextual safeguarding.
- Consider a range of approaches for addressing bullying throughout the curriculum and other activities, such as: through displays, assemblies, peer support, the academy/student council and our Global Awareness and Core College Time programme.
- Develop students' social and emotional skills, including building their resilience and self-esteem through a comprehensive Relationships, Sex and Health Education and Core College Time offer.
- Commit to securing an anti-bullying kite mark which will raise awareness across the academy and provide students with re-assurances that we continue to take all forms of bullying seriously

10. Communication with parents and carers (including complaints procedure)

If parents/carers or guardians are worried about bullying, they should contact their child's form tutor. A copy of the [Diverse Academies Concerns and Complaints Policy](#) will be shared.

11. Monitoring

The academy Local Academy Committee Member with responsibility for anti-bullying will work with the designated staff members to report on specific academy bullying issues, via appropriate forums including, local academy committee meetings.

12. Review of the policy appendix

Carried out annually in summer term, to reflect any changes to guidance.