

# CARFAX

## COLLEGE

### **Anti-Bullying Policy**

The aim of this anti-bullying policy is to ensure that pupils are able to learn in a supportive, caring and safe environment without fear of being bullied. Bullying is unacceptable and will not be tolerated. All children have an absolute right to be educated in a safe and secure environment and to be protected from others who may wish to harm, degrade or abuse them.

There is no justification whatsoever for bullying behaviour and the college has a zero tolerance approach to bullying. Differences of race, religion, gender, sexual orientation, ability are absolutely repudiated as reasons for

bullying. Bullying behaviour is a problem for both the bully and the victim and should be addressed in positive and constructive ways which provide opportunities for growth and development for the bully and victim alike.

Bullying is defined as deliberately hurtful behaviour, repeated over a period of time, where it is difficult for those being bullied to defend themselves.

The main types of bullying are as follows:

- Physical (hitting, kicking, theft)
- Verbal (name calling, racist remarks)
- Indirect (spreading rumours, excluding someone from social groups)
- Cyber-Bullying – this has become more prevalent along with advances in ICT (see below)

Pupils who are bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, lacking concentration or truanting from school. Pupils must be encouraged to report bullying in schools.

Carfax College staff and tutors must be alert to signs of bullying and act promptly and firmly against it in accordance with school policy.

## **CYBER-BULLYING**

The rapid development of, and widespread access to, technology has provided a new medium for 'virtual' bullying, which can occur within or outside school. Cyber bullying is a different form of bullying which can happen 24/7, with a potentially bigger audience, and more accessories as people forward on content at a click. For more information on cyber-bullying, how to respond to it, and how pupils can keep themselves safe, please refer to the websites listed at the bottom of this document.

## **IMPLEMENTATION**

During sessions with a Personal Tutor or College Welfare Officer, pupils will be encouraged to speak out about bullying. The Personal Tutor or Welfare Officer will encourage pupils to approach a member of staff at any time if they have any concerns about bullying. They should understand that:

- It will be taken seriously
- It will be investigated and appropriate action taken
- If they feel unable to make the issue public, information will be recorded and kept on file
- One to one learning mentor support is available

If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached. A clear account of the incident will be given to the Principal and the incident will be recorded and filed in a locked cabinet. The Principal will then interview all those involved. If the situation persists, parents will be informed. Punitive measures will be used as appropriate and in consultation with all parties concerned.

## **DUTIES OF STAFF AND TUTORS**

- Listen to children when they seek you out to talk about problems
- If a pupil reports a bullying incident then it is preferable that they are seen in private
- Children must be respected and taken seriously when they report bullying incidents
- Report all incidents of bullying to the Principal of Carfax College and record all incidents in the Disciplinary Log Book

Carfax College will aim to support pupils who have been bullied by:

- Offering an immediate opportunity to discuss the experience with a tutor or member of staff if required

- Reassuring the pupil the matter will be investigated

- Offering continuous support

- Restoring self-esteem and confidence

Pupils who have bullied will be helped by their Personal Tutor or the Welfare Officer to:

- Discuss what happened and make the pupil accused aware of the other pupil's feelings

- Discover why the pupil accused of bullying became involved

- Inform parents or guardians to help change the attitude of the pupil accused of bullying.

- Raise awareness of inappropriate behaviour among other pupils

The following disciplinary steps can be taken:

- Official warning to cease offending

- Bully removed from the common areas to a private room where they will be given the opportunity to discuss their behaviour with a designated member of staff.

- Detention, and curfew if a boarder

- Inform parents

- Exclusion from certain extra-curricular activities

- Minor fixed-term exclusion

- Major fixed-term exclusion

- Permanent exclusion

Carfax College aims furthermore to prevent bullying through appropriate inclusion in social and extra-curricular activities.

## **HELPFUL ORGANIZATIONS**

Advisory Centre for Education (ACE) 020 7354 8321

Children's Legal Centre 0845 345 4345

KIDSCAPE Parents Helpline 0845 1 205 204

Parentline Plus 0808 800 2222

Youth Access 020 8772 9900

## WEBSITES

Bullying Online [www.bullying.co.uk](http://www.bullying.co.uk)

Childnet International [www.childnet.com](http://www.childnet.com)

Kidscape [www.kidscape.org.uk](http://www.kidscape.org.uk)