



Calday Grange
Grammar School

ANTI-BULLYING POLICY

Approved by School Council : 28th September 2018
Approved by Governing Body: 1st November 2018
Date of next review: September 2019

Anti-Bullying Policy

This statement is on display in all classrooms and is reinforced through our website, assemblies, PHSE, Calday staff and in lessons.

BULLYING HAS NO PLACE IN THIS SCHOOL

What do we mean by bullying?

- Deliberately hurtful behaviour repeated often over a length of time.
- Any occasion when somebody deliberately upsets, intimidates, threatens or harasses someone else.

Bullying can be described as:

- Being attacked (physically or verbally) through your religion, gender, sexuality, disability, appearance or racial origin.
- Being ignored or left out.
- Receiving abusive text messages, online comments or e-mails.
- Being called names, teased, hit, pushed, kicked or punched.
- Having your bag, mobile or other possessions taken.
- Being forced to do things you do not want to do.

At Calday Grange Grammar School, we promise to do our best to prevent bullying whenever we can and to try to help to overcome it whenever it is reported.

How will we do this?

- Our Home/School Agreement involves students, parents, carers and teachers in setting out what we expect of each other as a caring community.
- Reports of bullying from parents and carers will be dealt with swiftly within the school.
- The Respect Leaflet sets out our agreement in school to behave in a decent, caring and thoughtful way towards each other.
- All students have PSHE lessons during each school year which cover bullying and how to deal with it.
- A straightforward means of reporting bullying is always available to students and staff.
- All staff at Calday Grange Grammar School, including teachers, Senior Leaders, Heads of Year, Form Tutors, cover and lunchtime supervisors and support staff, will take seriously any report of bullying and will act upon it immediately.
- We will keep students aware of the issue of bullying through form time, assemblies and in lessons whenever it is appropriate.
- Facilitate mediation through the peer mentoring system.

Students can help by ...

- Always reporting bullying, either towards them or when they see it happening to others.
- Never standing by and watching.
- Walking away from situations and talking to an adult as soon as they can.
- Providing a full and honest account of what happened when asked to do so.
- Avoiding situations on instant messaging services and social media where bullying can take place and trying to persuade friends to do the same.
- Avoiding text messaging when it is being used in hurtful ways and reporting any incidents in school immediately.
- Trying their best to keep problems from outside school away from Calday Grange Grammar School.

Please note this policy continues to be reviewed and updated by the school's Student Welfare Committee of School Council, comprising staff and students, which meet regularly during the school year

Appendix - Reporting and Logging of Bullying and Sanctions

Reporting Bullying

Students

- Report to a member of staff- they may ask you to write an account.
- Speak to friends or parents
- Send your concerns via email to studentsupport@calday.co.uk
- A blue 'reporting' box is positioned in the Learning Resource Centre. This box will be checked on a daily basis and any concerns will be passed to the appropriate Head of Year, Head of Faculty Pastoral or Director of Student Services. The following information is to be included on the report posted in the box:
 - The names of individuals involved
 - Brief description of incidents.

Parents

- Contact your son/daughter's Form Tutor or Head of Year at the school

Staff

- Report the incident via MyConcern.

Monitoring

The Director of Student Services keeps a record of all incidents of bullying, including details of where and when they happened and who was involved. This information is not only used to deal with the bullying incident, but is also used to track trends in bullying. This information enables the school to develop effective strategies to tackle specific types of bullying.

Logging Incidents of Inappropriate Behaviour on SIMS

If a student reports an incident of inappropriate behaviour towards them or another member of the school community, in addition to reporting the incident via MyConcern, it will be logged as follows: -

1. Add new behaviour- *inappropriate behaviour towards another student*
2. Add details in comment box (*others involved, where, and when incident occurred*)
3. Status- *Personal sanction*
4. Action taken- sanction for student involved recorded
5. Role-*aggressor*
6. Save logged incident

Every half-term a behaviour report is generated; a student's name appearing more than once for the above reason will result in the following action: -

1. Meeting with Director of Student Services/Head of Faculty (Pastoral)
2. Parents informed
3. Appropriate intervention
4. Student's details entered in the school bullying log if appropriate.

If students continue to involve themselves in bullying behaviours sanctions will escalate as follows: -

1. Internal suspension
2. Parental meeting with the Director of Student Services
3. Exclusion
4. Interview with the Head Teacher and Governors to decide student's future at the school
5. Permanent exclusion