



Bishop Milner Catholic College
“Developing Our God given talents”

“I give you a new commandment;
Love one another as I have loved you” John 13:33

REVISED: October 2020

PRESENTED TO REPRESENTATIVES: October 2020

TO BE REVIEWED: October 2021

Vision:

A College community where the anti-bullying message is alive not only in expectation but also in practice: illustrated in the words and actions of all learners across all age groups. Our College proclaims that all members are of worth and value. No action or word that demeans another or takes away their basic human dignity is acceptable. Each and every one of us is made in the image of God and should know that we are loved by Him and are, as a result, of His love of value and worth.

The key point of the College's vision is to successfully create a College climate where there is a strict zero tolerance to bullying; every member of the College community- teachers, students, parents and carers- have a role to fulfil and a responsibility to carry out- "it is right to tell". This must be and always should be the norm.

This policy is available on the College website. It should be read in conjunction with the following policies:

Behaviour Statement

Child Safeguarding

College Code of Behaviour

Equality

Special Educational Needs (SEN)

Searching, screening and confiscation guidance Jan 2018

Sexual violence and harassment between children March 2018

Anti-bullying pledge:

This vision on bullying is reflected in the Anti-Bullying Pledge, which all members of the College community sign in agreement. This is produced in the student planners, which is a constant reminder of the College's stance. Additionally, in the College planners, there is further information on bullying and how to report such incidents of unacceptable behaviour.

Bullying at Bishop Milner is:

Bullying is 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 persistent:

- Emotional: purposely causing others to feel uncomfortable or unwelcome
- Physical (including sexual): unwanted or aggressive contact
- Verbal (including sexual): name calling of any kind, spiteful, hurtful or offensive comments
Indirect: spreading malicious rumours and/or jokes, behaviour that excludes others, or turning a blind-eye to unacceptable behaviour by not telling an adult
- Extortion: taking personal belongings without consent such as, money or food.
- Cyber: defined as bullying via electronic means, which is designed to upset others. This could be via the internet, phone, laptop, computer, tablet or online gaming.

Please note, there are criminal laws that apply to serious cases of bullying. If staff feel that a criminal offence may have been committed, they will seek assistance from the police.

Reasons for bullying:

- Race, religion or culture
- Gender or sexual orientation
- Disabilities including special educational needs
- Physical/personal appearance
- Any other perceived difference

Effects of bullying:

Bullying can happen to all children and young people, which can affect their social, mental and emotional health. It can have a serious and lasting impact on a student's life; often affecting their confidence and self-esteem, making them feel at fault or isolated. In some individual circumstances, it can lead to prolonged damage of a detrimental impact on a student's mental health. Bullying can impact on its victims' attendance and attainment at school, as well as their social life and interactions with others. It is acknowledged that those bullying others have reasons for their behaviour. Those who bully rely on students not telling, and those who don't tell, are protecting them. Therefore, if this is the norm, it can be detrimental to them as well as their victims. All students should have the opportunity to be helped to understand what acceptable behaviour is.

What bullying isn't

It is important our students are aware of the distinction between anti-social behaviour, in comparison to bullying. Any such behaviour is never accepted at Bishop Milner and will be dealt with by the appropriate Head of Year/member of SLT. The tutor programme and curriculum addresses such behaviour by building self-resilience and empathy in all our learners.

When someone says or does something unintentionally hurtful and they do it once
- That's rude.

When someone says or does something intentionally hurtful and they do it once
- That's mean.

When someone says or does something intentionally hurtful and they keep doing it, even when you tell them to stop or show them you're upset - That's bullying.

Cyber-bullying:

Matters relating to cyber-bullying are incorporated within the College's Acceptable Use Policy, e-Safety education delivered through the curriculum, awareness raised through the tutor programme and assemblies, as well as advice correspondence to parents and carers. The College recognises cyber-bullying happens outside of College hours, which can, at times, restrict College intervention. In such situations where difficulties arise at home and/or on personal networks, parents and carers are advised to immediately contact other agencies such as, service provider and/or police. However, in such circumstances when issues are impacting on College life, pastoral staff will follow procedures in line with relevant policies. Please see 'ABLE Buddy Document for Parents' for further information.

Anti-bullying procedure and outcomes:

Stage One: in line with the College's Behaviour Policy.

Problem- unsatisfactory behaviour or not meeting expected standards. Possible actions listed in the College's Behaviour Policy.

Stage Two: stage one continues in line with the College's Behaviour Policy.

Problem- stage one continues. Possible actions listed in the College's Behaviour Policy. The student being bullied/and doing the bullying will be directed through the stages. The student will be warned regarding their behaviour and advised that should it continue: this will be deemed bullying. Parental contact will be made. This will be recorded on the student's file as a warning.

Stage Three: in line with the College's Behaviour Policy.

Problem- stage two continues. Possible actions listed in the College's Behaviour Policy. Parental contact will be made to discuss the account of events. Notification letter sent home to emphasise the seriousness of this stage; this is deemed bullying. Additionally, the student doing the bullying will undertake a programme of reflection. It will be made clear why the behaviour was inappropriate and deemed bullying. This will be recorded on the student's file.

Stage Four: in line with the College's Behaviour Policy.

Problem- refusal to improve attitude or behaviour and/or stage three continues. Possible actions listed in the College's Behaviour Policy. Account of events, along with records will be handed to the Senior Leadership Team.

It is important students are faith-filled in their belief in the College procedure and hopeful this issue will stop.

Should you feel the issue is not resolved, at this point, please refer to our complaint's procedure accessible via our College website.

Methods to report bullying

Every member of the College community- teachers, students, parents and carers- have a role to fulfil and a responsibility to carry out- "it is right to tell". This must be and always should be the norm. The College, along with our ABLe Buddies, encourage students to be up standers across our community; not bystanders to behaviour they know is wrong.

Students must report such behaviour by either of the following methods:

- Bully Box via College VLE
- ABLe Buddies drop-in
- Speak to teacher, tutor and Head of House
- Speak to parents and carers
- Mr Stephen Lodge- Anti-Bullying Co-ordinator

It's important to note, such facilities can be used by students who are bullied, or have concerns relating to other students and their behaviour.

Support for children who are bullied

If a student has been bullied the priority is help them feel safe. School staff must ensure that at all times the student's needs are paramount. The student complaining about bullying should be central to decision making about next steps. If it is needed the student must be allowed time to discuss what has happened. Provision of a bullying diary can help to monitor and identify the difficulty for the student and adults. The parent must also be involved and reassured that the matter is being dealt with effectively and that their child is safe.

There are a range of strategies which can be offered to the child being bullied. These include:

Talking with parents
Speaking to the other child/children
Provision of safe area/ adult to report to
Diary/log
Restorative approaches – meetings
Provision of peer mentor
Head of Year involved
Bully spoken to by teacher
Bully isolated
No-blame strategy
Moved class
Teaching staff made aware
Time Out
Staff mentor
Sanctions for the bully – evidence must be clear

When receiving information of bullying problems staff must act in a sympathetic manner and find out as much detail as possible.

Agreed packages of support can be written up and reviewed between the student, parent/carer and school staff. This provides confidence and clarity to the support being provided.

Interventions should:

- Avoid humiliating the student who has been bullied or further enforce their feelings of powerlessness
- Consult the student who has been bullied in the planning of the intervention strategy.
- Take steps that do not escalate the bullying
- Work to develop resilience and confidence for the student
- Avoid disruption to the student's daily routine and education
- Encourage the student who has been bullied to report any further incidents

Safeguarding policies may come into force in some rare cases where serious risk is identified. In such situations the Safeguarding Designated Safeguarding Lead (DSL – Mrs Hand or Mr Lodge) must be informed and relevant partner agencies involved.

Support for children displaying bullying behaviour

If a student has displayed bullying behaviour they need to recognise that their behaviour has been wrong and the reasons why. It must be clearly stated to them that Bishop Milner Catholic College will not tolerate this behaviour and the consequences for them. Consequences should reflect the severity and persistence of the bullying and in line with the schools' behaviour policy.

Personal targets for the student who has displayed bullying behaviour may be included within a behaviour programme for the student. Targets will be supported by the Pastoral team.

When appropriate, restorative approaches can be included and can involve the undertaking of peer mentoring responsibilities.

Pastoral staff should provide information and advice to the student who has displayed bullying behaviour and monitor their progress and behaviour. Improvement and positive behaviour should be acknowledged and rewarded as appropriate.

Discipline Procedures

Children who have displayed bullying behaviour must be helped to understand in that they have done wrong and there will be consequences for their behaviour. If a student is found to be bullying the usual discipline procedures should be adhered to. In some cases, it may be deemed appropriate for the child to attend a bullying awareness session. If the problems persist the behaviour policy will be followed in issuing internal exclusions or fixed term exclusions as appropriate. In rare, very persistent and extreme cases permanent exclusion may be necessary. Each case of reported bullying must be considered in its own context and discipline procedures administered appropriately. Parents/carers must be informed of their child's involvement in known incidents of bullying.

Role of students:

If you're experiencing bullying, have you spoken verbally to the person to make them aware what they are doing is wrong? Otherwise, share your feelings with someone else.

If you've witnessed bullying, support the student involved by offering your friendship.

Encourage them to speak out, or accompany them to an appropriate member of staff, or report your concern through the following options:

- Bully Box via College VLE
- ABLe Buddies drop-in
- Speak to teacher, tutor and Head of House
- Speak to parents and carers
- Mr Stephen Lodge – Anti-Bullying Coordinator

Role of parents and carers:

What to look out for:

Students who are being bullied may show changes in behaviour such as, becoming shy, anxious or nervous, simulating illness and taking unusual absences. There may be changes in attitude to learning such as concentration and focus. Please report any concerns immediately

Via telephone asking for their Tutor or Head of Year

Via email info@bmilner.dudley.sch.uk with the subject 'Bullying Concern'

The parent/carer of a student displaying bullying behaviour must be contacted by school staff and then, if necessary invited into the school to discuss the behaviour shown by their child. It is also essential that the parent/carer of the student doesn't feel isolated and that they are also getting support in ensuring that the behaviour is not repeated. Parents/carers must be informed of any bullying issues and informed of any interventions.

Role of staff:

Reassure and support the student who reports this behaviour. Advise them you are required to pass on the details to the pastoral team. Staff must promote and reinforce the notions that IT IS SAFE TO TELL and IT IS EASY TO TELL because the school finds bullying behaviour harmful and unacceptable. Staff must always listen effectively and non-judgementally when children are trying to communicate about a bullying issue, and through training and support, be fully aware of strategies that might be usefully employed in response. Senior staff and pastoral staff, have a particular responsibility to support colleagues in dealing with incidents of bullying. Consideration must also be given to individual needs and circumstances.

Staff are given regular training through whole staff, House and Sharing meetings. This includes updates in policy, curriculum or legislation. Specific training information, findings from surveys and work with children is disseminated to staff on Inset days. Bishop Milner Catholic College will support staff's needs for in-service training to help ensure that anti-bullying strategies are effective, and raise awareness of possible bullying risks and vulnerable groups/individuals.

Staff should always consider their responsibility as role models and subsequently go about their duties in an anti-oppressive manner. School staff are on duty around the college before school, during break & lunch and after school.

Pastoral staff must be informed of bullying incidents or concerns to ensure accurate recording and monitoring. Pastoral staff will work together with form tutors and other relevant staff to ensure effective intervention. Reporting of incidents should be recorded on SIMS as bullying incidents. A log should also be made on the victims Behaviour log. The pastoral team, including Heads of Year will ensure that form tutors are informed and able to monitor and support children daily. They may also decide that extra support is needed from Heads of Year, Student Welfare Officer and/or Peer Mentors. However, form tutors are normally the first line of support and daily contact for children experiencing difficulties.

Parents/carers must be informed of their child's involvement in any incidents of bullying behaviour and strategies put in place by the member of staff dealing with the incident/s.

Bullying of or by school staff whether by children, parents or staff must be reported to the relevant line manager and Head Teacher. Matters should be dealt in line with relevant discipline policy guidelines.

The role of Governors

The Governors ensure that the policy is implemented across the whole of the school. This includes a regular review of the policy and information obtained from monitoring data and surveys. Governors also apply the disciplinary sanctions as appropriate to the circumstances. The governors are always consulted about the policy

Bullying outside of College

Should an incident of bullying occur outside of the College premises, for example, on public transport or in the local community, it must be reported via the methods discussed above. It will be investigated by the relevant Head of Year/Senior Leadership Team and, where necessary, acted upon in line with the Behaviour Policy. When the result of the incident is known, it will be considered whether it is appropriate to notify the police or local authority. Please note, if the misbehaviour could be criminal or poses a serious threat, in the first instance, the police must be immediately informed.

Anti-bullying across College - how do we prevent it?

The anti-bullying message is alive not only in expectation but also in practice; there is a zero tolerance to bullying where every member of the college community- teachers, students and parents- have a role to fulfil and a responsibility to carry out- "it is right to tell." This must be and always should be the norm.

In order to promote positive behaviour between each other we have an Anti-Bullying League (ABLE) consisting of a small group of students from KS4, who meet fortnightly to discuss their contribution to ensure students have a safe and happy learning experience. They are trained to listen compassionately to the needs of young students, particularly in KS3, offering peer support and guidance to those experiencing difficulties. We call them our 'Buddies' and can be paired with younger students who may benefit from regular support. These are easily identifiable by their sky blue ABLe badge

In addition to this, the College follows all local and national directives but also creates other opportunities to promote a zero tolerance climate to bullying. This consists of assemblies, awareness and charity events, pastoral programme collaborating with the role of the tutor, outside agency visits and internal workshops within PSHCE addressing specific topics such as diversity, cyber bullying, peer pressure etc.

Additionally, the ABLe focusses on an anti-bullying topic each half term. This is delivered through our tutor programme. Topics cover social media, my digital life, peer pressure, digital footprint, cyber-bullying, coding and creativity, selfies and self-esteem, power of play and digital detox. All are linked to the Jesuit Pupil Profile creating tutor discussions. The ABLe will continue to work within Year 7, as part of their transition process at Bishop Milner. There are corresponding documents for both parents/carers and students available on our College website to further embed the above anti-bullying topics.

Bishop Milner is constantly committed to seeking new and appropriate ways of promoting the anti-bullying message and, as such, will adapt initiatives, roles and responsibilities accordingly.

ABLE's message is promoted in tutor, along with supportive measures over social time. Our ABLe Buddies offer a weekly drop in advice centre, targeted at all years, to offer guidance and information to students experiencing difficulties. They continue to spread the message below to encourage openness and confidence in the procedure that their issues will be appropriately dealt with by a member of staff.

Our ethos and curriculum will teach children to respect difference and value diversity.

Monitoring and Evaluation

Cases of bullying are recorded, monitored and reviewed by the Pastoral team with the Assistant Principle responsible for pastoral care, who monitors all bullying incidents on SIMS. Reporting of incidents should be recorded on SIMS. The Pastoral team, with Heads of Year will ensure that form tutors are informed and involved in monitoring and follow up. The Pastoral team constantly review

the effectiveness of the policy and the schools' approach. The evaluation of the policy will be overseen by the governing body with the support of the Pastoral team and the working group.

Further Reading

The Diana Award

The Anti-Bullying Alliance

Child line

Supporting Documents

Preventing and tackling bullying, advice for head teachers, staff and governing bodies. DfE.

October 2014

School support for children and young people who are bullied. DfE, October 2014

