

All Saints' Catholic Voluntary Academy

"You have heard that it was said, 'An eye for an eye and a tooth for a tooth.' But I say to you, do not resist the one who is evil. But if anyone slaps you on the right cheek, turn to him the other also. And if anyone would sue you and take your tunic, let him have your cloak as well. And if anyone forces you to go one mile, go with him two miles.

Matthew 5:38-41

Policy: Anti-Bullying Policy and Procedures

Prepared for: All Saints' Catholic Voluntary
Academy

Approval

Approved by	Approval date	Review Date
The Governing Body	July 2022	July 2023
The Governing Body	July 2023	July 2024
The Governing Body	July 2024	July 2025
The Governing Body	September 2025	September 2026

Pupils are happy at school. They feel safe. Pupils say they always have someone to turn to if they have a problem. They behave well in classes and at breaktimes. Pupils follow the 'All Saints Way', the school's approach to good, caring behaviour. They show respect to everyone in the school community. Most pupils agree that bullying is rare. They say that if bullying does take place leaders deal with it well.

OFSTED February 2022



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1 Anti-Bullying Policy

At All Saints' Catholic Voluntary Academy, as a community we strive to create a happy, comfortable and supportive Catholic environment for all associated with the school. We aim to provide a safe, caring and friendly environment for all our pupils to allow them to learn effectively, improve their life chances and help them maximise their potential.

This policy should be read in conjunction with our Behaviour for Learning policy as the two documents aim to show how we are committed to fulfilling our Mission Statement "We Shall Serve" as a Faith Community.

The Headteacher has overall responsibility for the policy. Specifically: its implementation, liaising with the Governing Body, Parents/ Carers, outside agencies and appointing an Anti-Bullying Coordinator who will have general responsibility for handling the implementation of this policy.

The Anti-Bullying Coordinator in our school is a Year Progress Leader with responsibility to the Assistant Head Teacher – Behaviour & Attitudes.

Their responsibilities are:

- Policy development and review, which involves: pupils, staff, governors, parents/carers and relevant local agencies.
- Implementing the policy; monitoring and assessing its effectiveness in practice.
- Ensuring evaluation takes place and that this informs policy review.
- Managing, resolving and preventing reoccurrence of bullying incidents.
- Managing the reporting and recording of bullying incidents.
- Assessing and coordinating training and support for staff and parents/carers where appropriate.
- Coordinating strategies for preventing bullying behaviour.

This policy is available online at www.allsaints.notts.sch.uk

1.1 Definition of Bullying

Bullying is defined as 'behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally', (Department for Education DfE). There may sometimes be misunderstanding about the meaning of the term 'bullying'. A one-off incident may be very serious and will always be dealt with according to the Behaviour for Learning policy. It may not fall within the definition of 'bullying'.

There are various types of bullying, but most have three things in common:

- It is deliberately hurtful behaviour.
- It is repeated over time.
- There is an imbalance of power, which makes it hard for those being bullied to defend themselves.

'Every type of discrimination, whether social or cultural, whether based on sex, race, colour, social condition, language or religion, is to be overcome and eradicated as contrary to God's intent' (Vatican II, Gaudium et Spes 29).

1.2 What does bullying look like?

Emotional: being unfriendly, excluding people, tormenting people

Physical: pushing, kicking, hitting, punching or any use of violence

Verbal name-calling: sarcasm, spreading rumours, teasing, graffiti

Cyber: All areas of internet misuse, such as email & internet chat room misuse

Motivators for bullying could include:

Race

Religion or belief

Gender identity

Sexual orientation

Disability

1.3 Cyber Bullying / Online safety

Our pupils are increasingly using electronic equipment on a daily basis to access the internet and share content and images via social media sites such as Facebook, Instagram, snapchat and TikTok.

- It is essential that children are safeguarded from potentially harmful and inappropriate online material. The approach to online safety at All Saints' empowers the school to protect and educate students and staff in their use of technology and establishes mechanisms to identify, intervene in, and escalate any concerns where appropriate.
- The breadth of issues classified within online safety is considerable, but can be categorised into three areas of risk:
 - **content:** being exposed to illegal, inappropriate or harmful content, for example: pornography, fake news, racism, misogyny, self-harm, suicide, anti-Semitism, radicalisation and extremism.
 - **contact:** being subjected to harmful online interaction with other users; for example: peer to peer pressure, commercial advertising and adults posing as children or young adults with the intention to groom or exploit them for sexual, criminal, financial or other purposes.
 - **conduct:** personal online behaviour that increases the likelihood of, or causes, harm; for example, making, sending and receiving explicit images e.g. consensual and non-consensual sharing of nudes and semi-nudes and/or pornography, sharing other explicit images and online bullying;
 - **commerce:** risks such as online gambling, inappropriate advertising, phishing and or financial scams. If you feel your pupils, students or staff are at risk, please report it to the Anti-Phishing Working Group (<https://apwg.org/>).
- Online safety and the school approach to it is reflected in the child protection and anti-bullying policy.
- Children with mobile and smart technology have unlimited and unrestricted access to the internet via mobile phone networks (i.e. 3G, 4G and 5G). Therefore, the school's mobile phone and electronic devices policy (see the website) protects students from any potential online issues during the school day.
- Pupils are taught about online safety throughout the curriculum and all staff receive online safety training which is regularly updated.
- Teaching online safety in school is via many areas in the curriculum where the topics could be taught, not least in the compulsory Relationships Sex Education and Health Education. In these curriculum areas, pupils will be taught what positive, healthy and respectful online relationships look like.

Cyber Bullying

Under the Malicious Communications Act 1988, it is an offence for a person to send an electronic communication to another person with the intent to cause distress or anxiety or to send an electronic communication which conveys a message which is indecent or grossly offensive, a threat, or information which is false. In accordance with DFE advice Oct (2014) If the misbehaviour could be criminal or poses a serious threat to a member of the public, the police should always be informed.

Bullying and Child on Child abuse is not confined to the school premises. The increasing use of digital technology and the internet has also provided new and particularly intrusive ways for bullies to reach their victims. Some types of harassment may be deemed as a criminal offence and the school may refer to the Police for advice or suggest this to a Parent/Carer.

The school cannot take responsibility for incidents of bullying which take place away from the school environment and incidents that occur on social media platforms or any other internet-based forum outside of school should be reported to the police.

However, if an incident is brought to our attention, we will take the following actions where appropriate to support both the victim and the perpetrator. This is dependent on the severity of the incident:

- Speak to the victim(s).
- Speak to the perpetrator(s).
- Inform parents so that they can take appropriate action, support and educate.
- If needed, we can utilise a range of sanctions for the perpetrator(s) depending on the severity of the incident and also consider whether this is a first offence or a repeated incident. This ranges from a minimum of an after-school detention to time in our referral room, extended time in the pre-exclusion room up to a Fixed Term Suspension of a length determined by the Head Teacher. **If an offence is deemed severe enough this may lead to an automatic suspension.**
- The school can provide support to students who have been involved in cyber bullying in the form of a short course or mentoring (both for the victim or perpetrator).
- Inform the Form Tutor and Year Progress Leader to support the student(s) with check ins.
- Arrange a reconciliation between all parties if all agree.

Please see our graduated response to online incidents in Appendix 5.7.

All Saints' has very clear expectations, children must not engage in such activities on Social Media. This type of behaviour is not tolerated.

2 Anti-Bullying procedure for staff and students

2.1 Reporting and responding to bullying

Our school has clear and well publicised systems to report bullying for the whole school community (including staff, parents/carers, children and young people). This includes those who are the targets of bullying or have witnessed bullying behaviour. This information can be found on our school website, TVs around school, Anti-Bullying notice board and is also communicated via Assemblies and Celebrations of the Word.

All incidents of bullying must be fully investigated and all statements recorded and kept.

Where appropriate, relevant staff will be informed of any incidents of bullying and the names of the students involved. Students are able to inform any member of staff in school and this will be immediately passed on to the Behaviour Support Coordinator and Year Progress Leader.

2.2 Student rights

- You need to know and understand that bullying is the opposite of everything for which the school stands.
- You have a right not to be bullied.
- You have the right of immediate access to appropriate staff if you are being bullied.
- You have the right of full support from the school if you are being bullied.
- You have the responsibility of reporting any form of bullying, no matter who is involved or where.
- You have the responsibility of recognising in each and every individual their God-given uniqueness. In recognising this, you have a duty to make a positive approach to all those around you, to reach out to those who are lonely, being picked on or who are unhappy because of the problems they are facing.

2.3 What to do if you are being bullied

Tell someone. Below are the points you may wish to report a bullying incident -:

- Tutor
- Year Progress Leader
- Parent
- E mail address: antibullying@allsaints.notts.sch.uk
- Behaviour Coordinators
- Click the Worry Button on the school website

Don't just worry about it on your own. Make sure you have told someone about it so that you can get the help you need. When you are talking to an adult about bullying, be clear about: What has happened to you; how often it has happened; who was involved; who saw what was happening; what you have done about it already.

2.4 If you are involved as a perpetrator:

- Your words and actions will be fully investigated.
 - You may be removed from your lessons whilst this investigation is being carried out.
 - If you are found to have been bullying others, you have the responsibility to acknowledge and understand the consequences of your actions and take immediate steps to cease all forms of such behaviour.
 - Your parents will be involved and may be invited into school to discuss the incident with members of staff.
-

- If the bullying takes place on a school bus, you may lose your right to travel on that bus.
- You may be sanctioned which could include a suspension from school for a period of time.
- You will be required to complete additional work with a member of staff or Anti-Bullying Ambassador focused on understanding how your behaviour has had an impact on another student and what strategies you can employ to ensure behaviour of this nature doesn't take place again.

2.5 Bystanders

Bullying situations usually involve more than the perpetrator and the target. They also involve bystanders—those who watch bullying happen or hear about it. An important new strategy for bullying prevention focuses on the powerful role of the bystander. Depending on how bystanders respond, they can either contribute to the problem or the solution. Bystanders rarely play a completely neutral role, although they may think they do. If a pupil witnesses bullying they should be encouraged to inform a member of staff. Anti-bullying assemblies discuss the importance of the bystander affect and detail the appropriate action to take.

2.6 The Role of Parents / Carers

Parents/Carers, as well as staff and pupils, should know that the school will not tolerate bullying in school and takes a proactive approach towards educating pupils in ways to combat bullying. Parents/Carers of pupils who are being targeted and parents/Carers of the perpetrators will be involved in resolving the situation.

If you suspect your child has been bullied in school:

- Calmly talk with your child about his/her experiences.
- Make a note of what your child says including who was involved, how often the bullying has occurred, where it happened and what happened.
- Reassure your child that he/she has done the right thing to tell you about the bullying.
- Explain to your child that should further incidents occur; he/she should report them to a teacher immediately.
- Please contact the school with the relevant information and the school will investigate the issue further. After which they will call you with the outcome of the situation.

When reporting bullying:

- Try to stay calm and bear in mind that the teachers may be unaware that your child is being bullied. Teachers may also have heard conflicting accounts of an incident.
- Be as specific as possible about what your child says has happened. Give dates, places and names of other children involved.
- Stay in touch with the school and let them know if things improve as well as if problems continue or deteriorate.

The school cannot take responsibility for incidents of bullying which take place away from the school environment, though if they are brought to our attention we will inform parents so that they can take appropriate action, which may include contacting the police. Incidents that occur on social media platforms any other internet based forum outside of school should be reported to the police. However, if needed the school can provide support to students who have been involved in cyber bullying in the form of a short course or mentoring.

2.7 Prevention

The most effective way to tackle bullying is to create a culture that does not allow bullying to go unchallenged. We aim to do this by continually celebrating the diversity of our community and through the development of a culture of respect for all. We will make it clear through our response to bullying that it is contrary to the fulfilment of our mission statement.

In addition, we work closely with a leading Anti-Bullying provider, The Diana Award, in order to further improve our practice. As a result, All Saints' Anti-Bullying provision has continued to expand:

- Numerous Anti-Bullying Ambassadors attended an external training day at The Diana Award.
- Regular check-ins with the Lead Anti-Bullying Coordinator.
- Resources on a range of issues readily available for All Saints', which are used to support staff and students.
- Consultation on Anti-Bullying focus takes place in collaboration with the Diana Award.
- All Saints' awarded the 'Wellbeing Badge' (March 2020) in recognition of the Anti-Bullying Ambassadors work to support the wellbeing of the school community. See section 5.3 for the confirmation letter.
- All Saints' awarded the 'Respect Badge' (January 2022). See section 5.4 for the confirmation letter.
- All Saints' awarded the 'Online Safety Badge' (July 2022). See section 5.5 for the confirmation letter.
- All Saints' awarded the 'Community Badge' (November 2022). See section 5.6 for the confirmation letter.

3 Procedures

All reported incidents will be taken seriously and investigated involving all parties.

Below is a list of the points of action the school will take in circumstances of bullying:

- Interviewing all parties and recording statements.
- A range of responses and supportive measures appropriate to the situation
- Where appropriate, sanction perpetrator(s) in line with the school behaviour policy.
- Inform parents/carers.

3.1 First Offence Log

Recording bullying and evaluating the policy

Bullying incidents will be recorded by the member of staff who deals with the incident as 'Suspected Bullying' and immediately referred to the behaviour support assistant / Year Progress Leader to complete further investigation if necessary.

An Arbor report is actioned each week and the Anti-Bullying Coordinator implements the actions suggested by Year Progress Leaders. The first offence log keeps a record of all suspected bullying incidents, actions, sanctions and support. The document will also be used to identify trends, inform preventative work in school and development of the policy. Therefore, if issues persist we have a record of previous incidents and the issue is classed as persistent and therefore bullying. This is added to the Bullying Log.

3.2 Bullying Log

The Anti-Bullying Coordinator will update this document in order to monitor interventions, support, and follow up information relating to bullying incidents. The school will complete a full follow up of the incident with students and parents until all parties are satisfied the types of behaviour are in line with what is expected in the school.

4 Supporting Pupils involved in suspected bullying

4.1 Targets

Staff who deal with pupils who have been bullied must always offer reassurance. Pupils who have been bullied will be given support. They will be assigned to an Anti-Bullying Ambassador or member of staff for mentoring. Where appropriate, additional supportive measures can be implemented.

4.2 Perpetrators

A sanction will be delivered in addition to contact home. Sanctions are determined by the nature of the bullying on a case to case basis, in line with the Behaviour for Learning policy. It is recognised that support must also be given to the perpetrator. Changing the attitude and behaviour of perpetrators is vital to ensure this type of behaviour doesn't take place again. Perpetrators will be assigned to an Anti-Bullying Ambassador or member of staff and the appropriate supportive measure will be implemented:

- All Saints' Way short course
- Anti-Bullying support booklet
- Behaviour mentoring booklet
- Cyber bullying booklet

5 Reference documents and related policy documents

5.1 National

Preventing and tackling Bullying – Advice for School Leader, Staff and Governing Bodies. [Information and advice about all forms of bullying \(nationalbullyinghelpline.co.uk\)](https://www.nationalbullyinghelpline.co.uk/)

5.2 Useful organizations

The Diana Award www.diana-award.org.uk/anti-bullying/

Anti-bullying Alliance (ABA) – www.anti-bullying.org

Brings together more than 65 organisations with the aim of reducing bullying and creating safer environments in which children and young people can live, grow, play and learn.

Mencap – www.mencap.org

Mencap is a learning disability charity that provides information and support to children and adults with a learning disability, and to their families and carers.

School's Out – www.schools-out.org.uk

Beatbullying – www.beatbullying.org.uk

Beatbullying is the leading bullying prevention charity in the UK and provides anti-bullying resources, information, advice and support for young people, parents and professionals affected by bullying.

Childnet International – www.childnet-int.org

The UK's safer internet centre

5.3 Diana Award 'Wellbeing' Recognition Letter

Anti-Bullying Ambassador team
All Saints' Catholic Academy
Broomhill Lane
Mansfield
NG196BW

10th March 2020



Dear All Saints' Catholic Academy Anti-Bullying Ambassadors & Mr Collins,

I am absolutely delighted to be writing to you today, to congratulate you on earning your Anti-Bullying Ambassador WELLBEING BADGE_

Through the evidence that you have provided, we have been impressed and overwhelmed to see how much hard work you have put into the Anti-Bullying campaign in your school over the last few months. This achievement is a testament of how hard you work and you should be very proud of what you, as a whole team, have accomplished to date.

You are being awarded the Anti-Bullying Ambassador Wellbeing Badge because you have shown;

- 1- Your commitment to encouraging reporting bullying behaviour through developing a new email address reporting tool.
- 2- Your successful whole school competition promoting your message.
- 3- Your dedication to identifying key issues and providing one-to-one support through a whole school survey.
- 4- Your ability to support those affected by bullying behaviour by providing one-to-support, which is improving wellbeing and preventing future incidents.
- 5- Your celebration of acts of kindness through a whole school assembly, which has encouraged positive behaviour towards others.

A huge well done!

We hope that this achievement will serve as a celebration of all the creative and compassionate actions that you have undertaken to decrease bullying and to promote a united, positive culture in your school. Do make sure that you organise an assembly or event to announce your success and to celebrate with your whole school.

Going forward, we hope you will join us for the next stage in your Anti-Bullying Ambassador journey. Please see our website for more information about the other Anti-Bullying Ambassador Badges that you can earn. We will be in contact with you to organise your next catch-up, as this will be the perfect opportunity for you to discuss your progress and present your evidence for future badges.

We hope you will consider this huge mark of achievement and that you have pride and satisfaction in the knowledge that your commitment and dedication to Anti-Bullying work, is improving and benefiting the lives of those around you every day. We are incredibly proud and inspired by the work that you do every day.

Please find your Wellbeing Badges enclosed; wear them with pride!
I look forward to staying in touch with you in the coming months.

Yours sincerely,

Imogen Chaillet
Aftercare Coordinator,
The Diana Award

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5.4 Diana Award 'Respect' Recognition Letter

Anti-Bullying Ambassadors
All Saints' Catholic Academy
Broomhill Lane
Mansfield
NG19 6BW

11th January 2022



Dear All Saints' Catholic Academy Anti-Bullying Ambassadors and Mr Collins,

We are absolutely delighted to be writing to you today, to congratulate you on earning your Anti-Bullying Ambassador RESPECT BADGE.

Through the evidence that you have provided, we have been impressed and overwhelmed to see how much hard work you have put into the Anti-Bullying campaign in your school over the last few months. This achievement is a testament of how hard you work and you should be very proud of what you, as a whole team, have accomplished to date.

You are being awarded the Anti-Bullying Ambassador Respect Badge because you have shown;

- 1- Your commitment, by creating posters to help raise awareness of sexual harassment which encouraged conversations surrounding peer on peer abuse.
- 2- Your dedication, by running engaging sessions which raised awareness of the prevalence of racism and racist bullying behaviour in society, with a sport focus.
- 3- Your passion, by running sessions discussing inequality and injustice in society and how all students should treat everyone with respect.
- 4- Your commitment, by ensuring your Anti-Bullying resources represent different types of bullying behaviour, by creating new resources on gender identity.
- 5- Your dedication, by raising awareness of the nine protected characteristics, through posters around school.

A huge well done!

We hope that this achievement will serve as a celebration of all the creative and compassionate actions that you have undertaken to decrease bullying and to promote a united, positive culture in your school. Do make sure that you organise an assembly or event to announce your success and to celebrate with your whole school.

Going forward, we hope you will join us for the next stage in your Anti-Bullying Ambassador journey. Please see our website for more information about the other Anti-Bullying Ambassador Badges that you can earn. We will be in contact with you to organise your next catch-up, as this will be the perfect opportunity for you to discuss your progress and present your evidence for future badges.

We hope you will consider this huge mark of achievement and that you have pride and satisfaction in the knowledge that your commitment and dedication to Anti-Bullying work, is improving and benefiting the lives of those around you every day. We are incredibly proud and inspired by the work that you do every day.

Please find your Respect Badges enclosed; wear them with pride!
We look forward to staying in touch with you in the coming months.

Yours sincerely,
Imogen & Lily
Anti-Bullying Aftercare Team
The Diana Award

5.5 Diana Award 'Online Safety' Recognition Letter

Anti-Bullying Ambassadors
All Saints' Catholic Academy
Broomhill Lane
Mansfield
NG19 6BW

29th July 2022

Dear All Saints' Catholic Academy Anti-Bullying Ambassadors,

We are thrilled to be writing to you today, to congratulate you on earning your Anti-Bullying Ambassador ONLINE SAFETY BADGE.

Through the evidence that you have provided, we have been impressed and overwhelmed to see how much hard work you have put into the online safety focused Anti-Bullying campaign in your school. It is great to see the effort you have put in to ensure that your peers are educated on online safety.

You are being awarded the Online Safety Badge because you have shown:

- 1- Your commitment to improving reporting tools in your school by setting up a new online reporting tool/ email address.
- 2- Your successful efforts to use technology to raise awareness about your reporting procedures and raise the profile of your team by creating a video to share with your peers.
- 3- Your creativity by planning a phone free weekend, which went towards a fundraising goal and allowed families in your school community to spend more quality time together.
- 4- Your commitment to ensuring everyone in the school community has access to information about your anti-bullying work by creating an anti-bullying webpage on the school website.
- 5- Your dedication to ensuring that your peers are up to date on relevant legislation by working with your PSHE lead to run sessions about the Online Safety Bill.

We hope that this achievement will serve as a celebration of all the brilliant actions that you have undertaken to reduce bullying behaviour in your school and to ensure every student knows how to access support when needed. Do make sure that you organise an assembly or event to announce your success and to celebrate with your whole school.

Going forward, we hope you will join us for the next stage in your Anti-Bullying Ambassador journey. Please see our website for more information about the other Anti-Bullying Ambassador Badges that you can earn. We would encourage you to email us to arrange a catch-up call so we can discuss your next steps.

We hope you will consider this huge mark of achievement and that you have pride and satisfaction in the knowledge that your commitment and dedication to Anti-Bullying work, is improving and benefiting the lives of those around you every day. We are incredibly proud and inspired by the work that you do every day.

Please expect your Online Safety Badges in the post soon; wear them with pride!

We look forward to hearing more about your next steps soon.

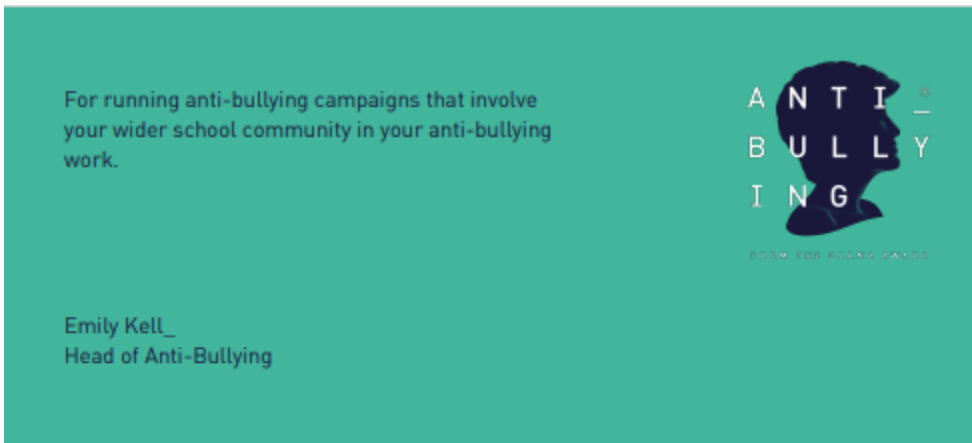
Yours sincerely,

Anti-Bullying Team
The Diana Award



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5.6 Diana Award 'Community' Recognition Letter



COMMUNITY ACTION BADGE CERTIFICATE

THE DIANA AWARD

5.7 Online incidents

***Staff will not investigate online incidents unless they are causing behaviour issues in school or they involve a member of staff. Staff will speak to identifiable students, warn them and contact parents. Parents will be advised to speak to the police if needed.**

Situation	1st Offence	2nd Offence	3rd Offence	4th and beyond
Derogatory comment / picture / video about a student, shared on any platform irrespective of the frequency.	Staff to speak to student(s) if they can be easily identified. Staff must alert parents. After school detention could be issued.	Staff to speak to student(s) if they can be easily identified. Staff must alert parents. After school detention - Referral 1 day could be issued	Staff to speak to student(s) if they can be easily identified. Staff must alert parents. Referral 2 days - Pre-ex 1 day could be issued	Staff to speak to student(s) if they can be easily identified. Staff must alert parents. Longer time in Pre-ex could be issued.
Comment / picture / video shared on any platform to encourages a student to harm themselves, harm others or take their own life.	Staff to speak to student(s) if they can be easily identified Parents must be urged to contact the Police. 1-day Referral could be issued.	Staff to speak to student(s) if they can be easily identified Parents must be urged to contact the Police 2-day Pre ex could be issued.	Staff to speak to student(s) if they can be easily identified Parents must be urged to contact the Police Fixed Term Suspension 3 days could be issued.	Staff to speak to student(s) if they can be easily identified Parents must be urged to contact the Police Fixed Term Suspension 5 days could be issued.
Comment / picture / video shared on any platform which discriminates against a student's identity as covered in the Equality Act (age; disability; gender reassignment; race; religion or belief; sex; sexual orientation).	Staff to speak to student(s) if they can be easily identified Parents must be urged to contact the Police. 2-day Pre-ex could be issued.	Staff to speak to student(s) if they can be easily identified Parents must be urged to contact the Police. Fixed Term Suspension 3 days could be issued.	Staff to speak to student(s) if they can be easily identified Parents must be urged to contact the Police. Fixed Term Suspension 5 days could be issued.	Staff to speak to student(s) if they can be easily identified Parents must be urged to contact the Police. Fixed Term Suspension longer could be issued.

Anti-bullying Policy and Procedures

Derogatory comment / picture / video about staff shared on any platform irrespective of the frequency. **Level of sanction depends on the nature of the comment.	Staff to investigate and speak to student(s) involved. Staff advised to contact the Police. Referral room 2 days up to pre-ex 3 days	Staff to investigate and speak to student(s) involved. Staff advised to contact the Police. Pre-ex 3 days up to pre-ex 5 days	Staff to investigate and speak to student(s) involved. Staff advised to contact the Police. Fixed Term Suspension 3–5 days	Staff to investigate and speak to student(s) involved. Staff advised to contact the Police. Fixed Term Suspension longer
Comment / picture / video shared on any platform which discriminates against a member of staff's identity as covered in the Equality Act (age; disability; gender reassignment; race; religion or belief; sex; sexual orientation).	Staff to investigate and speak to student(s) involved. Staff advised to contact the Police. Fixed Term Suspension 3 days	Staff to investigate and speak to student(s) involved. Staff advised to contact the Police. Fixed Term Suspension 5 days	Staff to investigate and speak to student(s) involved. Staff advised to contact the Police. Fixed Term Suspension longer	Staff to investigate and speak to student(s) involved. Staff advised to contact the Police. Meeting with Head Teacher to look at future options
Being an active part of the group chat / video / photo, which involves the member of staff.	Staff to speak to student(s) if they can be easily identified. Staff must alert parents. After school detention could be issued	Staff to speak to student(s) if they can be easily identified. Staff must alert parents. Referral 2 days could be issued	Staff to speak to student(s) if they can be easily identified. Staff must alert parents. Pre-ex 3 days could be issued	Staff to speak to student(s) if they can be easily identified. Staff must alert parents. Fixed term suspension 3-5 days could be issued

The information provided is to be used as guidance, the Senior Leadership Team may use their professional discretion as and when required. This may signify a change to the above responses.

When sanctions are issued, this will involve reflection on the incident and could involve work in school with Police Liaison Officer. The incident may be reported to the Police.