

# 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
Headteacher	September 2016	September 2017
Headteacher	October 2017	October 2018
Head of School	October 2018	October 2020
Head Teacher	July 2021	July 2022

<b>1</b>	<b>Anti-Bullying Policy</b> .....	<b>3</b>
1.1	Definition of Bullying.....	3
1.2	What does bullying look like? .....	4
1.3	Cyber Bullying / Online safety.....	4
<b>2</b>	<b>Anti-Bullying procedure for staff and students</b> .....	<b>5</b>
2.1	Reporting and responding to bullying.....	5
2.2	Student rights.....	6
2.3	What to do if you are being bullied .....	6
2.4	If you are involved as a perpetrator: .....	6
2.5	Bystanders.....	6
2.6	The Role of Parents .....	7
2.7	Prevention.....	7
<b>3</b>	<b>Procedures</b> .....	<b>8</b>
3.1	First Offence Log .....	8
3.2	Bullying Log .....	8
<b>4</b>	<b>Supporting Pupils involved in suspected bullying</b> .....	<b>8</b>
4.1	Targets.....	8
4.2	Perpetrators .....	9
<b>5</b>	<b>Reference documents and related policy documents</b> .....	<b>9</b>
5.1	National.....	9
5.2	Useful organizations.....	9

## 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 as a Faith Community.

The Head-teacher 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 Mr A. Collins (Year Progress Leader) with responsibility to Mrs N. Kilday (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](http://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
- Racial: racial taunts, graffiti, gestures
- Sexual: unwanted physical contact or sexually abusive comments
- Homophobic: because of, or focussing on the issue of sexuality
- Disability: because of, or focussing on the issue of disability
- Verbal name-calling: sarcasm, spreading rumours, teasing
- Cyber: All areas of internet misuse, such as email & internet chat room misuse

## 1.3 Cyber Bullying / Online safety

Online safety (see paragraph 126 (KCSIE 2021))

**Our pupils increasingly use electronic equipment on a daily basis to access the internet and share content and images via social media sites such as facebook, twitter, instagram, snapchat and oovoo.**

- 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 smart watch policy (see the Behaviour for Learning policy) 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 new compulsory Relationships (Sex Education) and Health Education in place from September 2020. In these curriculum areas, pupils will be taught what positive, healthy and respectful online relationships look like.

### Cyber Bullying

Bullying and Peer on Peer 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. 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.

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.
- Speak to the perpetrator.
- Inform parents so that they can take appropriate action and support.
- If needed, utilise a range of sanctions for the perpetrator 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 1 day in our referral room, extended time in the pre-exclusion room up to a Fixed Term Exclusion of a length determined by the Head Teacher. If an offence is deemed severe enough this may lead to an automatic exclusion.
- 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.

## **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, TV's around school, Anti-Bullying notice board and is also communicated via assemblies and Acts of Worship.

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](mailto:antibullying@allsaints.notts.sch.uk)
- Behaviour Coordinator- Mrs Corner

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 excluded 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 Acts of Worship and assemblies discuss the

---

importance of the bystander affect and detail the appropriate action to take.

## 2.6 The Role of Parents

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

### **If you suspect your child has been bullied:**

- 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. Incidents that occur on social media platforms any other internet based forum outside of school should be reported to the police. However, 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 are now working closely with a leading Anti-Bullying provider, The Diana Award, in order to further improve our practise. As a result, All Saints' Anti-Bullying provision has continued to expand:

- Ten Anti-Bullying Ambassadors have attended an external training day at The Diana Award.
  - Regular check-ins with the Lead Anti-Bullying Ambassador, Mr Collins.
  - 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.

### **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.

A SIMS 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, Mr Collins, will update this document in order to monitor interventions, support, sanctions 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

### 5.2 Useful organizations

[www.diana-award.org.uk/anti-bullying/](http://www.diana-award.org.uk/anti-bullying/)

Anti-bullying Alliance (ABA) – [www.anti-bullying.org](http://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](http://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](http://www.schools-out.org.uk)

Beatbullying – [www.beatbullying.org.uk](http://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](http://www.childnet-int.org)

Childnet International - The UK's safer internet centre

References Documents and Related Policy/Guidance

### 5.3 Diana Award 'Wellbeing' Recognition Letter

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

10<sup>th</sup> 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