Archbishop Beck Catholic College

Anti-Bullying Policy

Legal Requirements

Section 89 of the Education and Inspections Act 2006/2011 states that maintained colleges must have measures to encourage good behaviour and prevent all forms of bullying amongst students. Head teachers have the power to discipline students for poor behaviour when they are not on the college premises. This can relate to bullying incidents occurring anywhere in or out of college. Under Section 22 of the Education Act 2006/2011, Head teachers are responsible for maintaining acceptable standards of discipline and regulating the conduct of students. Section 1 of the Education Reform Act 1988 requires colleges to offer students a balanced and broadly based curriculum which promotes their spiritual, moral, cultural, mental and physical development.

Statement of Intent

We at Archbishop Beck are committed to working with students and parents/carers to provide a learning environment that is secure and is supportive so that all individuals can develop academically and socially, free from fear of ridicule, harassment or physical threat. We aim to create an environment where all members of the college community feel safe, respected and valued. All students have an absolute right to be protected from others who may wish to harm, degrade or abuse them. Bullying of any kind is unacceptable to our college in accordance with our 'Mission Statement.' We want to develop an ethos that promotes high standards of behaviour based on mutual respect. The ethos of the college is founded in our Christian values and its belief in respect for the individual and concern for one another. Each member of staff shares the responsibility for fostering these values. Therefore, we have a zero tolerance to bullying in our college. If bullying does occur, all students should feel able to tell and know that incidents will be dealt with promptly and effectively.

Objectives of this Policy

- To prevent bullying and to know that bullying is not tolerated by raising awareness through education.

- Everyone, including governors, teaching and non-teaching staff, students and parents/carers should have an understanding of what bullying is.

- To inform everyone about the colleges anti bullying policy and to follow procedures when bullying arises or is reported.

- Students and parents/carers should be assured that they will be listened to and supported when bullying is reported. Including help for both the bullied and the bully.

What Is Bullying?

There is no legal definition of bullying and it is not a specific criminal offence in the UK, however, some types of harassing or threatening behaviour or communications could be a criminal offence. For example, Under the Malicious Communication Act 1988 any person who sends an electronic communication which conveys a message which is indecent or grossly offensive, a threat or information which is false and known to be false by the sender, is guilty of an offence if their purpose in sending it was to cause distress or anxiety to the recipient.

Bullying is usually described as being behaviour by an individual or group, usually repeated over time that intentionally hurts another individual or group either physically or emotionally.

Bullying can be:

• Emotional	being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
• Physical	pushing, kicking, hitting, punching or any use of violence. Interfering with possessions, 'borrowing'
• Racist	racial taunts, graffiti, gestures
• Sexual	unwanted physical contact or sexually abusive comments
• Homophobic	because of, or focussing on any issue of sexuality
• Verbal	name-calling, sarcasm, spreading rumours, teasing, skitting, intentionally embarrassing others.

- Technological/Cyber/Virtual bullying covers all areas of internet, email & the many social networking sites.

Remember that bullying can occur not only between students and also between staff. It can be staff to student or by student to staff. It also includes individuals who bully students or staff as they arrive to and leave college. Please be aware that 'peer on peer' abuse can also be considered as a potential source of significant harm/bullying. We have a standalone policy regarding Peer on Peer abuse.

Cyberbullying

Cyberbullying may be defined as 'the use of electronic communication, particularly mobile phones and the internet, to bully a person, typically by sending messages of an intimidating or threatening nature: children and adults may be reluctant to admit to being the victims of cyberbullying'.

It can take a number of different forms: threats and intimidation, harassment or 'cyber-stalking' (e.g. repeatedly sending unwanted texts or instant messages), vilification/defamation, exclusion/peer rejection, impersonation, unauthorised publication of private information/images and 'trolling' (abusing the internet to provoke or offend others online). It can be an extension of face-to-face bullying, with technology providing the bully with another route to harass their target.

However it differs from other forms of bullying in several significant ways:

- by facilitating a far more extreme invasion of personal space. Cyberbullying can take place at any time and intrude into spaces that have previously been regarded as safe and personal.
- the potential for anonymity on the part of the bully. This can be extremely distressing for the victim.
- the potential for the bully to play very rapidly to a larger audience so the scale and scope of cyberbullying can be greater than for other forms of bullying.
- through the knowledge that the data is in the world-wide domain, disproportionately amplifying the negative effect on the victim, even though the bully may feel his/her actual actions had been no worse than conventional forms of bullying.
- the difficulty in controlling electronically circulated messages as more people get drawn in as accessories. By passing on a humiliating picture or message a bystander becomes an accessory to the bullying.
- the profile of the bully and target can be different to other forms of bullying as cyberbullying can take place between peers and across generations. Teachers can be victims.
- many cyberbullying incidents can themselves act as evidence so it is important the victim saves the information.

Cyberbullying and the Law

Bullying is never acceptable and the college fully recognises its duty to protect all of its members and to provide a safe, healthy environment for everyone.

Education Law

- The Education and Inspections Act 2006 (EIA 2006) outlines some legal powers which relate more directly to cyberbullying. Head teachers have the power 'to such an extent as is reasonable' to regulate the conduct of students when they are off the college site.
- The Act also provides a defence for staff in confiscating items such as mobile phones from students.

Civil and Criminal Law

- There is not a specific law which makes cyberbullying illegal but it can be considered a criminal offence under several different acts including Protection from Harassment Act (1997), Malicious Communications Act (1988), Communications Act (2003) Obscene Publications Act (1959) and Computer Misuse Act (1990).

Preventing Cyberbullying

As with all forms of bullying the best way to deal with cyberbullying is to prevent it happening in the first place. There is no single solution to the problem of cyberbullying but the college will do the following as a minimum to impose a comprehensive and effective prevention strategy:

Roles and Responsibilities

The Deputy Head who is also the Designated Safeguarding Lead will take overall responsibility for the co-ordination and implementation of bullying prevention and response strategies. In relation to cyberbullying:

The Deputy Head will:

- ensure that all incidents of cyberbullying both inside and outside college are dealt with immediately and will be managed and/or escalated in line with the procedures set out in the college's Anti-bullying Policy, Behaviour Policy and Child Protection Policy.
- ensure that all policies relating to safeguarding, including cyberbullying, are reviewed and updated regularly
- ensure that all staff know that they need to report any issues concerning cyberbullying to the Designated Safeguarding Lead / bullying lead.
- ensure that all staff are aware of the PREVENT Duties.
- The Anti-Bullying Policy is available at all times on the college website.
- ensure that all parents/carers and students receive regular information and updates on cyberbullying from the college.
- ensure that all staff are aware of their responsibilities by providing clear guidance for staff on the use of technology within college and beyond.

The ICT Network Lead (SLT) will:

- ensure that all students are given clear guidance on the use of technology safely and positively both in college and beyond including how to manage their personal data and how to report abuse and bullying online.
- provide information for parents/carers on online safety and the positive use of technology.
- provide updates for staff on the above policies and procedures.
- provide training for staff on online safety during INSET sessions.
- plan and deliver a curriculum on online safety in ICT lessons which builds resilience in students to protect themselves and others online.
- support form tutors in delivering elements of the curriculum on online safety which builds resilience in students to protect themselves and others online.

The IT Network Manager will:

- ensure adequate safeguards are in place to filter and monitor inappropriate content and alert the Designated Safeguarding Lead to Safeguarding issues. The college uses Smoothwall to filter all internet access. Smoothwall records access to prohibited sites which enables the Designated Safeguarding Lead to identify any issues.
- ensure that visitors to the college are given clear guidance on the use of technology in college. This includes how to report any safeguarding issues to the Designated Safeguarding Lead. Visitors will be given highly restricted guest accounts which will not allow any access to personal data and that any misuse of the system will result in access to the system being withdrawn.

The College Governors will:

- appoint a governor in charge of Safeguarding who will work with the Designated Safeguarding Lead to ensure the policies and practices relating to safeguarding including

the prevention of cyberbullying are being implemented effectively. The current governor for Safeguarding is Mrs A Woodward.

Use of Technology in College

All members of the college community are expected to take responsibility for using technology positively.

Guidance for Students

If you believe you or someone else is the victim of cyberbullying, you must speak to an adult as soon as possible. This person could be a parent/guardian, or a member of staff on your safety network.

- Do not answer abusive messages but save them and report them.
- Do not delete anything until it has been shown to your parents/carers or a member of staff at college (even if it is upsetting, the material is important evidence which may need to be used later as proof of cyber-bullying).
- Do not give out personal details or contact information without the permission of a parent/guardian (personal data).
- Be careful who you allow to become a friend online and think about what information you want them to see.
- Protect your password. Do not share it with anyone else and change it regularly.
- Always log off from the computer when you have finished or if you leave the computer for any reason.
- Always put the privacy filters on to the sites you use. If you are not sure how to do this, ask a teacher or your parents.
- Never reply to abusive emails.
- Never reply to someone you do not know.
- Always stay in public areas in chat rooms.
- The college will deal with cyberbullying in the same way as other bullying. Do not think that because it is online it is different to other forms of bullying.
- The college will deal with inappropriate use of technology in the same way as other types of poor behaviour and sanctions will be given in line with the college's Behaviour Policy.

Guidance for Parents/Carers

It is vital that parents/carers and the college work together to ensure that all students are aware of the serious consequences of getting involved in anything that might be seen to be cyberbullying. Parents/carers must play their role and take responsibility for monitoring their child's online life.

- Parents/carers can help by making sure their child understands the college's policy and, above all, how seriously the college takes incidents of cyberbullying.
- Parents/carers should also explain to their children legal issues relating to cyberbullying.
- If parents/carers believe their child is the victim of cyberbullying, they should save the offending material (if need be by saving the offensive text on their computer or on their child's mobile phone) and make sure they have all relevant information before deleting anything.
- Parents/carers should contact the college as soon as possible. Please contact the Deputy Head in the first instance.
- If the incident falls in the holidays the college reserves the right to take action against bullying perpetrated outside the college both in and out of term time.
- Information and resources are made available to parents to help keep children safe online.

The college will ensure parents/carers are informed of the anti-bullying policy and the procedures in place in this policy to deal with all forms of bullying including cyberbullying.

E-Safety at Home

Several sites offer helpful advice to parents/carers, particularly with respect to how they can best monitor their child's use of the computer at home. Here are some parents/carers might like to try:

- www.thinkyou.know.co.uk/parents
- www.saferinternet.org.uk
- www.childnet.com
- www.anti-bullyingalliance.org.uk
- www.nspcc.org.uk
- www.cyberangels.org
- Digizen

Signs and Symptoms

A student may indicate by signs or behaviour that he or she is being bullied. All adults within the college community should be aware of these possible signs and that they should always investigate if a student:

- is frightened of walking to or from college
- doesn't want to go on the college / public bus
- begs to be taken/driven to college
- changes their usual routine
- is unwilling to go to college (college phobic)
- begins to truant
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- stops progressing academically
- comes home with clothes torn or books damaged
- has possessions which are damaged or " go missing"
- asks for money or starts stealing money (to pay bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home starving (money / lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous & jumpy when a social media message is received

Remember that these signs and behaviours could indicate other problems, but bullying should be considered a possibility.

Procedures

- Report bullying incident to staff, if the incident is a one off incident the member of staff involved will talk to the students at the time. A comment on SIM's or an email to the learning mentors, form tutor and progress manager logs the incident. Parents/carers will be notified as appropriate.
- If there is evidence of other recorded incidents, both the bullied and bully will be interviewed separately either by the learning mentor or progress manager. Any relevant information should be passed on to the Safeguarding Team and recorded on CPOMS.
- If agreed, a follow up Mediation session will take place, which results in a contract between both parties being drawn up. Parents/carers will be notified.

- The situation will be closely monitored as feedback will be given to all members of staff via email. If bullying continues then parents/ carers will be asked to come in to college to discuss the issues and to develop more strategies.
- The learning mentor will continue to see the bullied student and the and bully in order to change their behaviour's during this time.
- If the bullying continues then parents/carers will be asked to attend a meeting with the Deputy Head/Head teacher. External agencies including our Safer College's Officer PC Caroline may get involved.
- If incidents still continue exclusion procedures may begin. (All circumstances will be considered fully).

Remember that the college's Rewards and Sanctions Policy will also be in place to address students' poor behaviours. Parents / carers can contact 101 to report any incidents at any time. Policies that support our Anti-bullying include Equality and Diversity Policy, Child Protection and Safeguarding Policy, Peer on Peer abuse Policy and E-Safety policy.

Prevention

We are a telling college that has a zero tolerance to bullying and we do this by having a whole college approach:

- Our Mission Statement is based on Respect and there are posters displayed around college and in every class room.

- Weekly year assemblies on behaviour.

- Our Safer College's Police Officer, PC Caroline conducts assemblies about the SHARP reporting system, the law and consequences of inappropriate behaviour in and out of college. She is available to our college on a Monday. In the classroom, during form tutor and lesson time, through project work and PHSE days.

- Supervision during breakfast club, break and snack break times also there are members of staff around when students arrive and leave college.

- Student Voice where all students have a chance to discuss issues that concern them.

- Students have taken part in the 'Liverpool Children's Service Anti-Bullying Strategy' by filling out on line questionnaires.

- Transition buddies and peer mentors are available for students who require their support.

- We work closely with parents to ensure that all concerns are taken seriously and are investigated thoroughly.

- Inviting external agencies to come into college and do workshop's on all aspects of bullying, for example, Bullybusters.

- Take an active part in the Anti-Bullying Alliance week held every November.

Supporting Organisations and Guidance

- DfE: "Preventing and Tackling Bullying. Advice for head teachers, staff and governing bodies", and "Supporting children and young people who are being bullied: advice for colleges "March 2014: https://www.gov.uk/government/publications/preventing-and-tackling-bullying
- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Beat Bullying: www.beatbullying.org
- Childline: www.childline.org.uk
- DfE: "No health without mental health": https://www.gov.uk/government/publications/no-health- without-mental-health-across-government-outcomes-strategy
- Family Lives: www.familylives.org.uk
- Kidscape: www.kidscape.org.uk
- MindEd: www.minded.org.uk

- NSPCC: www.nspcc.org.uk
- PSHE Association: www.pshe-association.org.uk
- Restorative Justice Council: www.restorativejustice.org.uk
- The Diana Award: www.diana-award.org.uk
- Victim Support: www.victimsupport.org.uk
- Young Minds: www.youngminds.org.uk
- Young Carers: www.youngcarers.net

Cyberbullying

- Childnet International: www.childnet.com
- Digizen: www.digizen.org
- Internet Watch Foundation: www.iwf.org.uk
- Think U Know: www.thinkuknow.co.uk
- UK Safer Internet Centre: www.saferinternet.org.uk
- The UK Council for Child Internet Safety: www.gov.uk/government/groups/uk-council-for-child-internet-safety-ukccis

LGBT

- EACH: www.eachaction.org.uk
- Barnardo's LGBT Hub: www.barnardos.org.uk/what we do/our work/lgbtq.htm
- Pace: www.pacehealth.org.uk
- Colleges Out: www.colleges-out.org.uk
- Stonewall: www.stonewall.org.uk
- Metro Charity: www.metrocentreonline.org

SEND

- Changing Faces: www.changingfaces.org.uk
- Mencap: www.mencap.org.uk
- DfE: SEND code of practice: https://www.gov.uk/government/publications/send-code-of-practice-0- to-25
- Anti-Bullying Alliance Cyberbullying and children and young people with SEND: www.cafamily.org.uk/media/750755/cyberbullying and send-module final .pdf

Racism and Hate

- Anne Frank Trust: www.annefrank.org.uk
- Kick it Out: www.kickitout.org
- Report it: www.report-it.org.uk
- Stop Hate: www.stophateuk.org
- Show Racism the Red Card: www.srtrc.org/educational