



The
Portsmouth Academy

ANTI-BULLYING POLICY

Lead Professional:	Vice Principal: HTY
Agreed:	TBC
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Governor Committee:	Behaviour and Safety

Rationale

The Portsmouth Academy Anti-Bullying Policy is an integral part of the Child Protection and Safeguarding processes at the Academy. It outlines clear guidance in relation to how the school will respond to incidents of bullying. All staff understand that bullying and its many forms is a classification of peer on peer abuse. As a result the correct implementation of this document by staff is crucial to ensure students at The Portsmouth Academy are protected from abuse.

Bullying is a form of anti-social behaviour that has no place in this school or any community. Bullying is defined as deliberately hurtful behaviour, repeated over time, where it is difficult for those being bullied to defend themselves. It can take many forms, but the main types of bullying are:

- physical – hitting, kicking taking or damaging belongings
- verbal – name calling, insulting, making offensive remarks
- misuse of new technologies – sending messages on mobile phones or social media
- indirect – spreading nasty stories about someone, exclusions from social groups, being made the subject of malicious rumours.

Bullying can make the victim feel distressed, nervous, hurt or worried. The bully's actions may or may not be on purpose and may involve encouraging others to cause upset.

This type of behaviour involves one person or group having all the power and someone else having none, leaving someone feeling helpless to prevent it or put a stop to it.

Bullying is often motivated by prejudice against particular groups. When incidences of bullying are analysed across the UK the following themes are often found to be used as a basis for the bullying or aggression:

- Racism
- Colour
- Sexism
- Homophobia targeted at lesbian, gay, bisexual, trans and queer (LGBTQ) pupils * Ability
- Special educational needs and/or disability (SEND)
- Family
- Looked after children
- Adopted children
- Young Carers
- Success
- Failure
- Religion
- Culture
- Appearance – size, height, weight, dress, personal features
- Language/speech
- Nationality

Schools have a legal duty to ensure prejudiced based bullying is dealt with in schools. Under the Education and Inspections Act (2006), Head teachers, with the advice and guidance of governors and the assistance of school staff, must identify and implement measures to promote good behaviour, respect for others and self-discipline amongst students and to prevent all forms of bullying. This includes the prevention of prejudice-based bullying related to all of the themes stated above.

Keeping Children Safe in Education 2018 reinforces that students with special educational needs (SEN) and disabilities can face additional safeguarding challenges. All staff need to be aware that additional barriers can exist when recognising abuse for these groups of students. This would include the potential for children with SEN and disabilities being disproportionately impacted by behaviours such as bullying.

What does the law say?

This policy has been constructed mindful of the following acts:

- The Education and Inspections Act 2006 Section 89 of the Education and Inspections Act 2006 provides that maintained schools must have measures to encourage good behaviour and prevent all forms of bullying amongst students. These measures should be part of the school's behaviour policy which must be communicated to all students, school staff and parent.
- The Equality Act 2010 The Equality Act 2010 replaces previous anti-discrimination laws with a single Act. It replaces the three previous public sector equality duties for race, disability and gender, and also covers age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- The Duty has three aims. It requires public bodies to have due regard to the need to: 2.1 Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act; 2.2 Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and 2.3 Foster good relations between people who share a protected characteristic and people who do not share it.
- The Education Act 2011 The Education Act 2011 gives teachers stronger powers to tackle cyber-bullying by providing a specific power to search for and, if necessary, delete inappropriate images (or files) on electronic devices, including mobile phones.
- Safeguarding Children and Young People Under the Children Act 1989 a bullying incident should be addressed as a child protection concern when there is 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm'.
- Keeping Children Safe in Education 2018 Keeping Children Safe in Education (KCSiE) 2018 is statutory guidance from the Department for Education issued under Section 175 of the Education Act 2002. KCSiE 2018 reinforces that all staff should recognise that children are capable of abusing their peers. Schools should ensure their Child Protection Policy includes procedures to minimise the risk of peer on peer abuse and sets out how allegations of peer on peer abuse will be investigated and dealt with. The policy should reflect the different forms peer on peer abuse can take, make clear that abuse is abuse and should never be tolerated or passed off as "banter" or "part of growing up". It should be clear as to how victims of peer on peer abuse will be supported.
- Searching, screening and confiscation 2018

This advice explains schools' powers of screening and searching pupils so that school staff have the confidence to use them

Bullying outside school premises

The Portsmouth Academy has the power to discipline pupils for misbehaving outside the school premises "to such an extent as is reasonable". This can relate to any bullying incidents occurring anywhere off the school premises, such as on school or public transport, outside the local shops, or in a town.

How do we educate our students in relation to bullying?

From their arrival in Year 7, students are given the very clear message that any form of bullying or unpleasant behaviour is neither welcome nor tolerated at The Portsmouth Academy. This is reiterated in assemblies, in tutor groups and through the curriculum, particularly in subjects such as PSHE, English and Religious Studies.

The Portsmouth Academy creates an ethos of positive behaviour where students treat one another and the academy staff with respect because they know that this is the right way to behave. The Academy values reinforce respect for others and this fundamental aspect of school life permeates all areas of the school curriculum.

The Portsmouth Academy has developed a sophisticated approach where intelligence is gathered through analysis of behaviour data, student voice and staff voice about issues between students which might provoke conflict. With this in mind; specific focussed strategies are developed to prevent bullying occurring in the first place. The strategies frequently involve talking to pupils about issues of difference, perhaps in lessons, through dedicated events or projects, or through assemblies.

Every year we hold an anti-bullying week in November and will mark National Safer Internet Day in February.

Student led approaches to anti-bullying at The Portsmouth Are adopted to build a strong policy.

The Portsmouth Academy Anti-Bullying Policy

The annual focus areas for these approaches will be directed by feedback received in relation to trends of bullying and prejudiced or discriminatory based behaviour. In recent years student led approaches have included:

Anti-Bullying Ambassadors

A key part of the school's approach to anti-bullying is the formation of the student led group of The Portsmouth Academy Anti-Bullying Ambassadors. The group has received external training and are supported by weekly meetings with an allocated member of staff.

The Anti-Bullying Ambassadors have been introduced at The Portsmouth Academy as a way to support our students to tackle bullying and improve anti-bullying practice in their school. This is based on the belief that the key to tackling bullying effectively is to empower and engage young people in Anti-Bullying work. Examples of their work include leading assemblies, creating resources for tutor time, promoting on social media and holding weekly drop in sessions for fellow students to discuss concerns if they are being bullied.

The Equalities Group

The Portsmouth Academy is committed to promoting equality, tolerance and harmony amongst its students and prepare them for life in a diverse society. There is a student led group which holds events, creates tutor resources, and leads assemblies to promote good relations and understanding in the school between a diverse range of people from different identities and backgrounds. The academy runs many clubs and activities to break down barriers and allow all out pupils to embrace each other's differences.

Reporting Guidelines for pupils being Bullied-

If you are being bullied:

- Be firm and clear; look them in the eye and tell them to stop.
- Get away from the situation as soon as possible.
- Tell an adult and a friend what has happened straight away.
- Avoid being alone in the place where the bully is likely to be

After you have been bullied:

- Tell a teacher or another adult in school and your family.
- If you are scared to tell an adult on your own, ask a friend to go with you
- Keep on speaking until someone listens.
- DO NOT blame yourself.
- Stay in a group even if they're not your friends.
- Keep a diary about what is happening.

When you are talking about the bully to an adult be clear about:

- What has happened to you and how often it occurs.
- Who is involved and who saw what was happening.

- Where it happened.
- What you have done about it already.
- If you have made a diary, produce it as evidence.

The Bully (Understanding why)

You may bully others because:

- You don't know it is wrong.
- Your friends encourage you.
- You are going through a difficult time and are acting out aggressive feelings.
- As a result of a previous incident.
- You are copying older siblings or other family members, school or community whom you admire.
- You have not learnt better ways of mixing with others.

As a bully, you must realise that you are hurting other students and there are consequences to your actions.

Your bullying could result in any of the following sanctions:

- An apology letter, either verbally or written, presented to the victim.
- Your parents being contacted and interviewed where the Tutor/Year Leader explains the evidence and cause for concern.
- Community service deployed as a sanction, e.g. litter picking.
- Detentions.
- In severe cases, isolation, fixed term exclusion or permanent exclusion.

You may require counselling or other expert advice. (This may be provided by external agencies) It may be possible to arrange a meeting with the victim, bully and other invited parties who may have been involved, come together and solve the problem. It is the school's policy to offer support and counselling to both the victim and the bully where appropriate.

The Peer Group

Other students play a vital part in either discouraging the bullying or bringing it to an end. All students should realise that if they are aware of another student being bullied, they have the responsibility to let the adult know.

If you are worried about bullying incidents, there are many things that you can do:

- If the victim is a friend, try to get him/her to talk to an adult (with you if necessary).
- If the bully is a friend, try to reason with him/her to stop. He/she may need your support. Talk to a member of staff about the problem.
- Talk to your parents about the problem. They can pass the information for you.
Never keep it to yourself

As a group, you should stand up against the bully. Once the bullying has been brought out into the open, the group will need to find ways to support both the victim and the bully. You will need to discuss how you can best support each other. This can be done through tutor time, assemblies or suspended timetables to focus on the issue of bullying.

The Parent

Parents and families have an important part to play in helping The Portsmouth Academy deal with bullying

Discourage your child from using bullying behaviour at home and elsewhere. Show them how to resolve the difficult situation without using violence or aggression. Watch out for signs that your child is being bullied or is bullying others.

Parents and families are often the first to detect that a problem exists. Don't dismiss it. Contact the school immediately if you are worried.

Signs to look out for:

- The child becoming withdrawn.
- A deterioration in the child's work.
- Erratic attendance or questionable illness.
- Persistently arriving late to school.
- General unhappiness or anxiety.
- The child wanting to remain with adults.

Physical symptoms could include headaches, stomach aches, fainting, fits, vomiting or hyperventilation. Victims can become depressed and this can continue into their adult lives.

If your child is being bullied:

- Calmly talk with your child about his/her experience.
- Make a note about what your child says – particularly who was said to be involved, how often the bullying occurred, where it happened and what happened.
- Reassure your child that he/she has done the right thing to tell you about bullying.
- Explain to your child that the information must be passed on so that the matter can be dealt with sensitively.
- Either phone or make an appointment to see your child's tutor or Year Leader.
- Don't keep your child at home.
- Outline the problem to the tutor/Year Leader. Be specific with your details.
- Make a note of what action the school intends to take.
- Stay in touch with the school. Let us know if things improve as well as if things Continue.

Remember, the school cannot deal with the problem unless they know that a problem exists.

If your child is bullying other children:

- Talk to your child. Explain what he/she is doing is unacceptable and makes others unhappy.
- Discourage other members of your family from using bullying, aggression or force to get what they want.
- Show your child how he/she can join in with other children without bullying.
- Make an appointment to see your child's Year Leader and discuss how you and the school can stop him/her bullying others.
- Regularly check with your child how things are going at school.
- Give your child lots of praise and encouragement when he/she is co-operative or kind to other people.

The Portsmouth Academy's Response to Online Bullying

The use of the internet (Online bullying) and mobile telephones to bully is a very serious matter and can constitute a criminal offence. In the United Kingdom there are criminal laws that can apply in terms of harassment or threatening and menacing communications which would apply to students of secondary school age.

The wider search powers included in the Education Act 2011 and the Department for Education (2018) document titled 'Searching, Screening and Confiscation.' gives teachers stronger powers to tackle online bullying by providing a specific power to search for and, if necessary, delete inappropriate images (or files) on electronic devices, including mobile phones.

Where the member of staff conducting the search finds an electronic device they may examine the device for inappropriate content if they think there is a good reason to do so. Following an examination, if the member of staff decides to return the device to the owner, or to retain or dispose of it. They may erase any content if they think there is a good reason to do so.

The staff member must reasonably suspect that the content on the device in question has been, or could be, used to cause harm, to disrupt teaching or break the school rules.

All school staff are aware that behaviours linked to sexting put a child in danger. The Designated Safeguarding Lead should be notified if it is suspected that sexting has taken place. S/he will make any subsequent decision in relation to the viewing of content on an electronic device. Further guidance in relation to sexting is included within this section of the policy.

At The Portsmouth Academy we will deal with reported cases of online bullying in the following way:

Supporting the student being bullied

- Give reassurance that the student has done the right thing by telling someone.
- Make sure the student reporting the issue knows not to retaliate or return the message and will ask the victim to think about what information might be available on the internet.
- Help the student to keep relevant evidence for any investigation (e.g. by not deleting messages/files they've received and by taking screen capture shots and noting web addresses of online cyber bullying instances). Check the student understands simple ways to prevent it from happening again, e.g. by changing contact details, blocking contacts or leaving a chat room. Please ask for advice if you require help with technical aspects.

Take action to contain the incident when content has been circulated:

- If you know who the student responsible is, ask them to remove the content after you have had the opportunity to capture screen shots and witness content where possible;
- Contact the host (e.g. the social networking site) to make a report to get the content taken down.
- The Head of Year to use disciplinary powers to confiscate phones that are being used to cyber bully. Also ask the student to tell you who they have sent messages on to.
- In cases of illegal content, contact the police, who can determine what needs to be kept for evidential purposes.

Online Bullying Advice for The Portsmouth Academy Students

Always respect others – be careful what you say online and what images you send to others and publish on websites.

- Think before you send or publish – whatever you send can be made public very quickly and could stay online forever.
- Treat your password like your toothbrush – keep it to yourself. Only give your mobile number or personal website address to trusted friends.
- Block the bully – learn how to block or report someone who is behaving badly. Don't retaliate or reply!
- Save the evidence – learn how to keep records of offending messages, pictures, video/films or online conversations.
- Make sure you tell an adult you trust, or call a helpline like ChildLine on 0800 1111 in confidence. You could also speak to the provider of the service to see where to report incidents;
- At our school – speak to any member of staff. Your tutor will usually be the best person to start with.
- Finally, don't just stand there – if you see cyber bullying going on, support the victim by reporting the bullying. How would you feel if no one stood up for you?

This advice is based on information from the Government's Department for Education.

Online Bullying Advice for Parents and Carers

- Be alert to your child seeming upset after using the internet or their mobile phone. This might involve subtle comments or changes in relationships with friends. They might be unwilling to talk or be secretive about their online activities and mobile phone use.
- Monitor internet use closely – your child may be suffering in silence.
- Talk with your children and understand the ways in which they are using the internet and their mobile phone..
- Use the tools available on your computer. Find out how to turn on in-built internet safety features.
- Remind your child not to retaliate to messages.
- Keep the evidence of offending emails, text messages, files/videos or online conversations.
- Be aware, your child could be a cyber-bully as well as be a target of cyber bullying.

Report Online bullying:

- Contact your child's Head of Year or Tutor if you think it may involve another student so that we can take appropriate action.
- Contact the service provider (Facebook, Twitter, Instagram).
- If the online bullying is serious and a potential criminal offence has been committed, you should consider contacting the police. The school will support parents/carers in this.

This advice is based on information from the Government's Department for Education.

STAFF INVESTIGATING SHOULD CONSIDER THE FOLLOWING:

- Listen to and don't judge the victim or bully until you have heard both sides of the story and feel educated enough to make an informed decision.
- Tell the victim what you are doing to make sure that they feel comfortable with every step taken.
- Be there for the victim OR bully to talk to if they feel it necessary.
- Be aware of the possibility of a long and complex history behind the story.
- Be ready for the possibility of the bullied becoming the bully. ☒ The aggressor(s) may be unaware of the unhappiness they are causing. Be constructive. It might be desirable to involve the whole class and/or the tutor/teacher to plan an activity for the tutor group that could support the bully and victim that could focus on relationships.
- Keep an eye on the 'victim'. Check formally whether the bullying is continuing or has ceased. Be aware that victims are sometimes reluctant to admit that bullying is continuing because they feel that 'telling' has not worked and has made things worse. Advise the 'victim' on his or her comportment and behaviour if necessary but do not blame the complainant whose self-esteem may already be low as a result of the bullying.

Factors to consider when determining the appropriate sanctions consider:

- Our policy should be followed consistently but we must consider the Special Educational Needs of all parties involved.
- The impact on the victim: was the bully acting anonymously, was the material widely circulated and humiliating, how difficult was controlling the spread of the material?
- The motivation of the bully: was the incident unintentional or retaliation to bullying behaviour from others?
- Technology-specific sanctions for students engaged in cyber bullying behaviour could include limiting internet access for a period of time or removing the right to bring a mobile telephone into school.

