



## Anti-Bullying Policy

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Adopted by Governing Body:

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## Statement of Intent

We believe that all students at Atrium Studio have the right to learn in a safe and secure environment without fear of being bullied. Bullying is a form of antisocial and hurtful behaviour that does not have a place in our school. It is unacceptable in all its forms and will not be tolerated.

## Principles

In every school bullying is a reality for some students. At Atrium Studio we are committed to preventing bullying.

Bullying others is unacceptable in all its forms. These may include physical, psychological or social intimidation or violence, aimed at an individual (or occasionally a group of individuals) who is (are) not well equipped to defend themselves. They may involve direct or indirect action and usually will have been sustained over a period of time, which may be longer or shorter. Duration as such is not a measure of the seriousness of an offence.

Bullying may take the form of words, actions, expressions or attitudes. It can involve direct contact between persons or indirect contact, e.g. via text messaging, email and the internet. At Atrium Studio we want to encourage openness about bullying. Students must feel that all staff takes bullying seriously and that they will act to stop it. We encourage students to support each other by informing staff if their friends are bullied. The Staff and Governors of the school will not tolerate the disruption of a student's education and well-being by the behaviour of another student or students. It is important that incidents are dealt with swiftly and we want to encourage a strong partnership with parents to help support students. Where it is felt appropriate parents of the bullies and the bullied will be informed of incidents that have occurred and the action that has been taken.

Students will talk about bullying to an adult if they feel they will be believed that action will be taken and that their situation will not be made worse by intervention. Each student has a Personal Coach and tutorials are excellent opportunities for students to discuss their worries privately. We also have a peer mediation service, overseen by staff, through which students can seek reconciliation when difficulties have arisen. This has the advantage of empowering students to tackle issues between themselves in a safe and controlled environment.

It is essential that the bully and the victim understand that further bullying, or any repercussions from staff intervention, will not be tolerated.

The victims of bullying often report that their experience appears to be the consequence of a perceived difference in themselves to others; this may be because of race, religion, culture, sexual orientation, sexuality, age or disability.

The causes of bullying are complex and those who bully often cite their own experience of being bullied when trying to explain their behaviour. Whilst such experience will elicit sympathy and support from the Personal or Learning Coaches charged with dealing with an offence, it is not a justification for bullying others and will not exempt bullies from responsibility for their actions.

Atrium Studio will ensure that staff receives training in dealing with bullying and its effects. When bullying behaviour is reported or observed, Personal and Learning Coaches will prioritise a plan to deal with it

## What is bullying?

Bullying behaviour takes many forms. It may be the act of one individual against another, or it may be a collective against an individual or a group.

In generic terms (and as stated in the DfE document 2011 “Preventing and Tackling Bullying –Advice for School Leaders, Staff and Governing bodies”) bullying is described as ‘behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally’.

Some examples are shown in the table below but this is not exclusive:

Emotional	Being unfriendly, excluding, tormenting, and threatening gestures, ridicule, and humiliation.
Physical	Pushing, punching, kicking, hitting or any use of violence, spitting.
Racial	Taunts or remarks, graffiti or gestures making fun of culture and religion.
Sexual	Unwanted physical contact , sexual abuse or sexist comments
Homophobic	Homophobic taunts and/or language or focusing on the issue of sexuality
Verbal	Name calling, sarcasm, spreading rumours, teasing
Online/Cyber	Electronic threatening messages, texts , calls or emails, insults, abuse, threats, rumours via online chat and network sites
Negative comments	Gestures or actions relating to disability or SEN
Electronic	Misuse of camera or video

## AIMS AND OBJECTIVES

This policy aims to prevent bullying through education, by rapid and sustained response to reports of bullying, and by developing the confidence of victims. All Directors, Governors, staff, students and parents/carers should have an understanding of what bullying is and what the school policy is on bullying and follow it when bullying is reported.

In generic terms the aims and objectives of this policy are to develop and maintain:

- a culture of respect where difference is valued
- a system of support for students who have been bullied
- a system of clear, fair and consistent responses to incidences of bullying

Bullying will not be tolerated and it is essential for the whole School community:

- to be clear about the antibullying stance the school takes;
- to be engaged in developing and reviewing anti-bullying work in the school;
- to celebrate the success of antibullying work;
- to ensure that all students know about the roles they can take to prevent bullying, including the role of bystanders.

Parents will be:

- clear that the School does not tolerate bullying and will be aware of the procedures at their disposal if they have concerns that a child is being bullied or does not feel safe;
- Confident in the Atrium Studio's ability to investigate and resolve situations using the Studio's anti-bullying procedures.

Atrium Studio ensures that any students who experience bullying:

- are heard;
- know how to report bullying and get help;
- are confident in the Atrium's ability to deal with the bullying;
- know steps are taken to help them feel safe again;
- are helped to rebuild confidence and resilience;
- know how they can get support from others.

For students who engage in bullying behaviour the School ensures that:

- sanctions and learning programmes hold them to account for their behaviour and help them to face up to the harm they have caused;
- they learn to behave in ways which do not cause harm in future, because they have developed their emotional skills and knowledge
- they learn how they can take steps to repair the harm they have caused

## IMPLEMENTATION

All staff and students have a responsibility to maintain an environment in which everyone feels safe and confident to teach and learn. This means that any student who knows that bullying is happening is expected to tell a member of staff and that member of staff is expected to deal with it promptly and effectively.

The School will undertake proactive work to prevent bullying through:

- School Meetings;
- Assemblies
- PSHE;

- Student Council;
- Student Voice;
- Safe' areas such as the 'coaching zone';
- Designated staff;
- Behaviour Policy processes and procedures.

The following steps will be taken when dealing with incidents of bullying:

- If bullying is suspected or reported the incident will be dealt with immediately by the member of staff who has been approached;
- A clear account of the incident will be recorded using the specific form (Appendix 1) and given to the Personal Coaches of both parties who will initially attempt to resolve the problem;
- Learning Coaches will be kept informed and, if the bullying persists, advise the nominated member of the Senior Leadership Team (SLT) who will then invoke disciplinary measures as appropriate;
- A full investigation of the circumstances of the bullying will then take place and must be written up. The parents of the students involved must be contacted as early as is possible whilst preserving the integrity of any investigation. The Learning or Personal Coach may report the matter to members of the SLT having made a judgement about the seriousness of the offence. If, usually after investigation, the SLT deems the seriousness of the offence to warrant exclusion, the matter must be referred to the Trust Directors;
- In some circumstances, the seriousness of the offence may warrant immediate action to remove the instigator of the bullying from the School. The SLT and Coaches may choose to adopt a restorative approach if they judge that a relationship may be recovered. Staff should refer to the guidance on supervision and interviewing students and parents to support their actions under this policy.
- The actions needed may be taken over by the Behaviour Policy or the Exclusions Policy depending on the severity of the case and all incidents of a racial nature will be reported to the relevant authorities.

## MONITORING AND EVALUATION

Staff have guidelines outlined in Appendix 2 for action on bullying so that the Studio deals consistently with incidents:

Minor Incidents –one off/minor incidents which do not result in physical harm

- Raise awareness of effects of such behaviour with perpetrator.
- Reassure victim
- Reprimand or use suitable sanctions
- Inform Learning Coach / Personal Coach.

Other incidents –of a more serious nature

- Separate students and remove victim and bully from the scene.
- Follow up with a written report on SIMS.

All incidents of bullying will be recorded using the attached form; an annual report will be produced to record incidents of bullying. The Governing Body will monitor the handling of bullying in accordance with the Atrium's procedures. Atrium Studio will review the policy annually and will seek to consult with representatives of students, parents and carers, staff and employers. Atrium will measure the extent to which it is meeting its commitments through its review of bullying incidents and outcomes of opinion surveys etc.

## Appendix 1 – Bullying Related Incidents Form (Copy)

Names	Target(s)		Aggressor(s)	
Student's name				
Year Group/Staff /Guardian/Visitor				
Ethnicity (and religion if relevant)				
Disability or SEN?				
Gender				

Type of Incident (tick all that apply):

Visual/Written (e.g. graffiti, gestures, showing pictures, wearing racist insignia).		Incitement (e.g. spreading rumours or encouraging others to participate).		Damage to personal property.	
Physical (e.g. hitting, kicking, pushing or unwanted touching).		Cyber Bullying (e.g. text, facebook or email).		Threat with a weapon.	
Verbal (e.g. name calling, ridicule, comments).		Segregation (e.g. exclude, ignoring or avoiding).		Theft or Extortion.	
Racism (e.g. skin colour, nationality culture, ethnicity)		Homophobia (e.g. derogatory use of words e.g. "gay")		Sexism/Sexual harassment.	
Disability related		Religion or belief related		Gender identity related	

Description of the incident (s):

When did it happen?	Where did it happen?
Summarise what happened and who was involved including witnesses, participants and bystanders :	

**Appropriate Action to be taken:**

With the aggressor (s)		With the target(s)		With Atrium	
Apology to the target		Comfort and reassurance		Staff/Governors training	
Awareness raising (behaviour unacceptable/valuing diversity)		Buddying, mentoring or peer support		Class/peer group workshop	
Restorative justice		Counselling		Assembly subject	
Disciplinary action		Referral to specialist help/agency		Review of curriculum or policy	
Notify parents/guardian		Notify parents/guardian		Campaign e.g. posters	
Exclusion		Set review dates		Letter to Parents/Guardians	
Notify Police ( if criminal activity)				Initiative with learning	
Other (please describe below):		Other (please describe below):		Other (please describe below):	

Repeat Incidents :

<b>Dates(s) of the previous incident (s)</b>	
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Other relevant information: Describe any other relevant information: if it has stopped, details of changes made, other people or agencies involved, information about the target and aggressors relationship, educational needs or attendance record, things that could have influenced the incident

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Form completed by:

Print Name	Position	Signature	Date