

# **INSTILL ANTI-BULLYING POLICY**

## **Statement of Intent**

The aims and objectives of this policy are to:

- Sustain a caring and secure school environment within Instill schools which eradicates wherever possible instances in which bullying occurs in any form
- Provide support should an incident of bullying occur
- Ensure that all pupils and staff are aware of this policy and their role in implementing it.

## **Definition**

Bullying is defined as “repeated behaviour with intent to hurt or intimidate others physically or emotionally”. This can include physical harm, name calling, emotional intimidation, harmful rumours, ICT based bullying, texting etc.

## **Values and beliefs**

- All bullying is unacceptable, regardless of how it is delivered or what excuses are given to justify it.
- Instill recognises the detrimental effect on students who may be subjected to bullying and will work actively to minimise the risks, through trying to find out where it happens, how often it occurs and amending practice as a result.
- Victims of bullying will be treated in a supportive manner.
- The harmful effect on performance, which can be affected by bullying, is recognised and the organisation is committed to combating all bullying behaviour.

## **Action to Combat Bullying**

Among the activities which Instill has established and maintains to combat bullying are:

- Using sanctions against the perpetrators, ongoing support for the victim and monitoring of the bully’s behaviour so that it no longer continues.
- All members of staff have a responsibility to respond to specific incidents, recording incidents and ensuring that appropriate aftercare and action is taken.
- That all incidents are recorded, filed appropriately and reported to Instill Corporate Office.
- Students will be made aware of the Anti-Bullying Policy and the need to tell someone if they are being bullied.

Individuals are expected to:

- Report all incidents of bullying.
- Act in a caring and supportive manner to others, reporting any suspected incidents which the victim may be afraid to report.
- refrain at all times from any behaviour which would constitute bullying.

## **Procedure if a school-based incident is reported to a member of staff**

**1. Listen carefully and record the incident.**

**2. Offer immediate support to the victim.**

**3. Follow steps for dealing with an incident:**

- The bullied student records or is helped to record the event in writing.
- The bully records or is helped to record the event in writing.
- Evidence is then be gathered to establish the accuracy of events
- Once the facts have been established, the parents of the bullied student and the bully will be contacted and the contact recorded in the student files.
- The parents of all parties are entitled to see copies of all reports.
- If bullying does not cease the full range of school sanctions will be employed, including sending home.

### **Related Policies:**

Safeguarding policy

Child Protection policy

Recruitment and selection policy

Health and Safety policy (includes safe handling)

DBS Policy – Recruitment of Ex-offenders

DBS Policy – Secure storage, handling, use, retention and disposal of disclosures and disclosure Information

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