

# CCSS Anti-Bullying Policy

## AIMS AND OBJECTIVES

We cannot condone any act of violence within the CCSS community. Bullying (coercion by threat) is equally unacceptable, but can be less easy to identify, both because it may not be witnessed or leave obvious traces, and also because it can 'shade' imperceptibly into peer-pressure.

All staff, students and parents should be aware of the negative effects that bullying can have on individuals and the College in general, and will work towards ensuring that students can work in an environment without fear. Any allegations of bullying will be taken seriously. CCSS also recognises that it must take note of bullying perpetrated outside College premises which spills over into the College. The College will do what is reasonably practicable to eliminate any such bullying.

### Definition

'Behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally.'

Source: Safe to Learn - DCSF

Bullying results in pain and distress to the victim. It is usually conscious and wilful and commonly consists of repeated acts of aggression and/or manipulation. It has been reported nationally that bullying can cause psychological damage and even suicide in extreme cases (although bullying is not a specific criminal offence, there are criminal laws which apply to harassment and threatening behaviour).

As well as direct violence or its threat, bullying can include sustained teasing and ostracising. It can take many forms, for example: social, cyber (intimidation by text message, email and other forms of electronic communication). Pupils can be bullied for a variety of reasons and specific types include bullying related to race, religion or culture, SEN or disability, sexual orientation, appearance or health conditions, or sexual bullying.

### Responsibilities

The Principal, reporting annually to the Trustees, ensures that appropriate strategies are in place, that they are brought to the attention of all staff, parents and students and that staff and students have opportunities to discuss and review them.

The Vice Principal (Pastoral) is responsible for the management of the policy and will:

- \* ensure that there are procedures in place to help both the bullied and bullies
- \* keep the Principal informed of incidents
- \* arrange staff training as appropriate
- \* in consultation with the Principal, determine how best to involve parents in the solution of individual problems
- \* keep records of any incidents of bullying and actions taken

Tutors and House Managers should liaise with the Vice Principal (Pastoral) over incidents involving students in their tutor group or boarding house and be involved in any agreed strategy to achieve a solution.

All Staff should know the policy and procedures, be observant and be prepared to ask students what is happening to them deal with incidents according to the policy and **never let an incidence of bullying pass by unreported**, whether on-site or during an off-site activity.

## **Involvement of Students**

It is important that students are involved in positive strategies to counter bullying through both the student council, pastoral tutorials and, where relevant, PSHE programmes. This should include educating students in self-assertiveness and helping them develop the self-confidence to make their own decisions.

## **Procedures**

### **1. Signs of Bullying**

Students who are being bullied may show changes in behaviour, eg becoming shy and nervous, feigning illness, changes in work patterns, lack of concentration or taking unusual absences. All staff should be aware of these possibilities and report promptly any suspicions of bullying to the Vice Principal (Pastoral). Staff who deal with students who have been bullied must always offer reassurance. Students should be encouraged to report incidents of bullying.

### **2. Dealing with Incidents**

The actions that we take will follow the general pattern of investigate and discuss, bearing in mind the following principles:

To act in accordance with natural justice and the Human Rights legislation

To be sensitive to the needs and wishes of the victim(s)

To seek a resolution through discussion and agreement and reserve punitive measures for those situations where we lack other effective action

To develop an ethos where students respect each others' autonomy and individuality, and where students understand that it their right not to suffer bullying in silence

To treat each case individually

Actions:

- If bullying is witnessed all staff have a duty to intervene immediately and to report the incident on as a matter of urgency
- If bullying is suspected or reported the incident will be reported to the Vice Principal (pastoral) for immediate investigation
- if a racial element to the bullying is suspected the Principal must be informed immediately
- the Vice Principal (pastoral) will interview all the parties and make a record
- the tutor will be informed
- the Vice Principal (pastoral) and tutor will determine in consultation with the Principal the appropriate strategy and plan of action to combat the bullying
- the Vice Principal (pastoral) will oversee the implementation of the strategy
- parents will be kept informed by the tutor
- any sanctions against the bullies will be determined by the Principal

Students who have been bullied will be given support determined by the Vice Principal (pastoral) in consultation with the student and tutor. They should be reassured, without giving a guarantee of full confidentiality in case matters need to go further. Support may involve arranging counselling for both bullies and the bullied. Changing the attitude and behaviour of bullies should be part of the positive procedures used. However, the College recognises that sanctions will also have to be used against bullies. Any of the College's formal punishments can be used as appropriate. For persistent offenders or gross acts of aggression a student could be permanently excluded.

Staff should refer to the College's Child Protection policy and procedures if they suspect child abuse in any form of bullying, including cyber-bullying.

### **Involvement of Parents**

Parents of students who are being bullied and parents of the bullies will be involved in the solution to the problem as appropriate by the relevant tutor in consultation with the Vice Principal (pastoral). Parents will be informed of the policy and procedures and the possibility of permanent exclusion following gross acts of bullying.

### **Cyber bullying**

The advent of cyber bullying ('the use of Information and Communications Technology, particularly mobile phones and the internet, deliberately to upset someone else') adds new dimensions to the problem of bullying. Unlike other forms of bullying, cyber bullying can follow students into their private spaces and outside school hours; there is no safe haven for the person being bullied. Cyber bullies can communicate their messages to a wide audience with remarkable speed, and can often remain unseen and unidentifiable. Examples of cyber bullying can include: posting derogatory comments, personal information or fake photographs on web-pages and social networking sites; filming fights or assaults and circulating them via mobile phones; sending insulting or vicious text messages. Useful information is found on the website:

[http://www.dcf.gov.uk/bullying/cyberbullying\\_whatcanyoudo.shtml](http://www.dcf.gov.uk/bullying/cyberbullying_whatcanyoudo.shtml)

CCSS makes available to students, through the student/parent handbook, the student internet user guide and via tutors the college's guidelines on use of communications and information on who to go to for help. The College reserves the right to monitor students' use of the internet on a routine basis and to examine mobile phones where there is a reason to suspect abuse. Students are made aware that misuse of technology is subject to the College's disciplinary procedures, which may include confiscation of mobile phones or restrictions on the use of the internet. Students are held personally responsible for all material they have placed on a website and for all material that appears on a website of which they are the account holder.

The College promotes positive use of new technologies through its policies, curriculum delivery, pastoral tutorials and PSHE.

### **Resources**

[www.dcf.gov.uk/bullying](http://www.dcf.gov.uk/bullying): Safe to Learn – Embedding anti-bullying work in schools

[www.teachernet.gov.uk/wholeschool/behaviour/tacklingbullying](http://www.teachernet.gov.uk/wholeschool/behaviour/tacklingbullying) : very useful advice on dealing with incidents of bullying

[www.kidscape.org.uk](http://www.kidscape.org.uk): Helpline for parents and children - Tel: 0845 1 205204. Kidscape organises free one-day sessions for bullied children

Childline: 08001111

**Should staff members be involved in an incident of bullying, the CCSS grievance and complaints procedures should be referred to.**

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***Core staff induction document***