



*Academy*

INTERNATIONAL BOARDING SCHOOLS

**EF INTERNATIONAL ACADEMY - TORBAY**

# **Anti-Bullying Policy**

**Persons involved in the development of the Policy**

**Headteacher**

**School Governing Body**

**Date of Commencement of the Policy: March 2011**

**Dates Reviewed: September 2013, September 2015**

**(Assistant Head Teacher)**

**Frequency of Review: 2 Years**



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## **Anti-Bullying Policy**

### **Purpose**

EFA Torbay aims to establish an ethos in which all members of the community feel safe and confident and treat each other with respect. To accomplish this, it is important that all staff and all students are clear that bullying cannot be tolerated.

### **Objectives of the Policy**

- To enable students to understand clearly what constitutes bullying and to understand that bullying, whatever its form, will not be tolerated by the whole school community
- To enable parents to feel confident that bullying will be firmly dealt with by the school
- To promote a non-aggressive ethos in the school
- To raise staff awareness of the presence of bullying
- To establish guidelines for action where bullying is evident.

### **When is the Policy Implemented?**

Whenever the school is responsible for the conduct and welfare of its students.

### **Who is Responsible for the Policy?**

The Chair of Governors, the Senior Leadership Team and all staff.

### **Monitoring and Success Criteria**

Number of reported incidents.



## Definition of Bullying

Bullying is a persistent, deliberate attempt to hurt or humiliate someone. Bullying can result in long-term psychological damage and, in extreme cases, suicide; it is not a criminal offence, however there are criminal laws which apply to harassment, assault and battery and threatening behavior which are relevant and provide some guidance.

## There are various types of bullying, but most have three things in common:

1. It is deliberately hurtful behaviour
2. It is repeated over time
3. There is an imbalance of power, which makes it hard for those being bullied to defend themselves.

## Bullying may take various forms, including:

**Cyber** - The use of electronic communications such as email, mobile phones, text/multi-media messaging, photographs/video, online profiling, websites, including social networks, and instant messaging with the intention to frighten, embarrass or harass is a clear breach of our IT Acceptable Use Policy and most certainly constitutes bullying.

**Disability** because of, or focussing on, the issue of disability

**Emotional** being unfriendly, excluding, tormenting (eg, hiding books, threatening gestures)  
**Homophobic** because of, or focussing on, the issue of sexuality

**Physical** pushing, kicking, hitting, punching or any use of violence

**Racist/Cultural/Religious** racial, cultural or religious taunts, graffiti, gestures

**Sexual/Sexist** unwanted physical contact or sexually abusive comments

**Verbal** name-calling, sarcasm, spreading rumours, teasing.

**Staff will take all steps to ensure that there is no bullying within the school.** As outlined in our Safeguarding policy, it is a priority of EF Academy to provide a safe, secure, inclusive and consistent environment for all children regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, racial heritage, religion/belief, disability, sex (gender), sexual orientation, sexual identity, ethnic background, religious faith, appearance, issues in the family, ethnic or national origin or because of cultural background, linguistic background, special educational needs, or academic or sporting ability. We also recognize that some children are additionally



vulnerable because of the impact of previous experiences, their level of dependency, communications needs or other issues.

## Procedures

At EFA Torbay, all key staff have had relevant training and all staff have been made aware of this policy. They understand that bullying can occur in our (indeed any) school and that they have a responsibility to be vigilant for incidences especially at times and in places where it is likely.

Our very positive student to staff ratio means that all staff can take responsibility for all students at all times.

- If a member of staff suspects that bullying is taking place, or a disclosure is made to them about an episode of bullying, they should always consult the school's designated safeguarding lead (DSL), currently this is the Assistant Head Teacher (Pastoral).
- Under the guidance of the DSL, an age appropriate investigation should take place, supported by the guidance counselors and other appropriate staff. Separate meetings should be arranged with those involved to establish their version of events and assure them that the situation will be dealt with sensitively but firmly
- Where appropriate, parents of both parties will be informed
- The bullying behaviour will normally then be addressed through the provision of counseling for all parties involved. However, a proven allegation of serious bullying will result in suspension or exclusion with the possible involvement of the police authorities
- A senior staff member should oversee the monitoring of the situation, liaising directly with the relevant counselor/advisor/class teacher to check that further bullying is not occurring
- The DSL will ensure that the incident and any action taken are formally recorded in the student welfare files.
- Student behavioural and other files are reviewed at least once a term (or more frequently if necessary) by the Pastoral Board, to enable patterns to be identified.
- In instances where a staff member feels a victim of bullying please refer to the Complaints Policy and procedure.



## Prevention - Raising Awareness of Bullying

- Through the induction of staff and students, assemblies for all courses, safeguarding talks from the DSL and the police, curriculum, PSHEE lessons, work with class teachers, tutors and academic advisors, the Student Council and House Captains, guidance counsellors, and anti-bullying initiatives from external agencies
- Staff induction and training
- Peer training and mentoring
- The school takes part in National Anti-Bullying week activities and the student body becomes actively involved in this.
- The school places information about how to raise a concern in students' rooms and in the toilets at school; and provides independent listeners if the child wants to contact somebody separate from the school staff
- As well as all campus-based staff, House Parents and employees of the residences and Host Families are trained to recognise the signs of bullying and how to let the school know about it.

## Statutory Guidance

This policy has been formulated using the following:

School Mission Statement

Materials from Kidscape & Childnet International

NSPCC materials

PSHEE curriculum

The Office of Children and Young People's Services Anti-Bullying Strategy

Materials from the Anti-Bullying Alliance

Keeping Children Safe In Education 2014, 2015

The school's own safeguarding policy

Although bullying in itself is not a specific criminal offence in the UK, it is important to bear in mind that some types of harassing or threatening behaviour – or communications – could be a criminal offence, for example under the Protection from Harassment Act 1997, the Malicious Communications Act 1988, the Communications Act 2003, and the Public Order Act 1986.

If school staff feel that an offence may have been committed they should seek assistance from the police. For example, under the Malicious Communication Act 1988, it is an offence for a person to send an electronic communication to another person with the intent to cause



distress or anxiety or to send an electronic communication which conveys a message which is indecent or grossly offensive, a threat, or information which is false and known or believed to be false by the sender.

The Anti-Bullying policy should be considered alongside and in conjunction with other school policies concerning the safety and welfare of students: including but not limited to the Safeguarding, Health & Safety, Acceptable Use, Reasonable Force, Reward, Behaviour and Sanctions (including the B&S Grid) policies and the staff code of conduct, both general conduct and the code regarding safe working practice. These together form a suite of policies and procedures to safeguard and promote the welfare of students in this school.

## **Recording and Monitoring of Bullying:**

We will record all incidents of bullying. We do this at the time of the incident by logging the incident on Powerschool at the earliest opportunity after the student/s is/are made safe.

Serious incidents will be reported to parents. There will be frequent monitoring of the situation through the regular review of files, the Anti-Bullying Campaign Surveys and discussions with the School Council.

***All students have the right to feel confident, safe and valued, therefore, we all have a responsibility to respect others, and ourselves and report all incidents of bullying.***



## **Information sheet for all staff working at EFA Torbay**

### **Is it bullying?**

It is if individuals or groups are:

- calling an individual names
- threatening them
- pressuring them to give someone money or possessions
- hitting them
- damaging their possessions
- spreading rumours about an individual or their family
- using text, email or web space to write or say hurtful things (cyberbullying).

It is also bullying if someone feels hurt because of things said about ethnic background, religious faith, gender, sexuality, disability, special educational needs, appearance or issues in their family.

EFA Torbay will not tolerate bullying.

This is what we do about bullying:

- make sure that the person being bullied is safe
- work to stop the bullying happening again
- provide support to the person being bullied
- follow policies on how to deal with bullies

### **What should I do if I see bullying taking place?**

Interventions which EFA Torbay uses are:

- To make sure the student being bullied feels safe
- To challenge the bullying behaviour
- To provide support including contacting parents and other agencies if necessary
- To report the incident to the DSL, or in their absence, to the senior colleague present.



## Anti-bullying information for students

**Is it bullying?** It is if you feel hurt because individuals or groups are:

- calling you names
- threatening you
- pressuring you to give someone money or possessions
- hitting you
- damaging your possessions
- spreading rumours about you or your family
- using text, email, social media or web space to write or say hurtful things (cyberbullying).

It is bullying if you feel hurt because of things said about your ethnic background, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, racial heritage, religion/belief, disability, sex (gender), sexual orientation, sexual identity, ethnic background, religious faith, appearance, issues in the family, ethnic or national origin or because of cultural background, linguistic background, special educational needs, or academic or sporting ability. It is also bullying if you feel hurt because things said about another vulnerability that you may have, or because of any impact of previous experiences, your level of dependency, communications needs or other issues.

### Cyber bullying Information

Cyberbullying is when a person or group use the internet, email, online games or any other kind of digital technology to threaten, tease, upset or humiliate someone else.

**For example, someone could use Facebook to:** - Tag someone in an abusive or embarrassing photo - Post messages on your timeline - Send threatening private messages - Make pages/groups about you in public - Post nasty comments on your photos or updates

- Nobody has to go through online bullying alone and the first step in stopping it is to tell someone about it.
- Talking to an adult that you trust. Your guidance counsellor, tutor, host mum or dad, for instance. They can help you report the cyber bullying and give you more confidence to deal with the situation.
- You have the right to stay **connected** to the people that you care about.
- Take time out - know when to disconnect



## • **REPORT CYBER BULLING ABUSE**

### **To stop this sort of abuse:**

- **Report** the person who is bullying you; you can also report abusive posts or groups so Facebook can take them down. Reports are anonymous so the person doing the bullying won't know who reported it.
- **Block** the person who is bullying you; remove tags
- Take a **screenshot** of the bullying
- **Talk** to an adult you trust here at school, or to your host family or family at home
- The way to report abuse changes depending on what you are reporting – the Facebook help page explains how to report different types of abuse on Facebook
- **STAY SAFE IN FUTURE -- Set your profile to 'friends only' so that you can't be bullied by people you don't know.**

### **EFA does not tolerate bullying.**

This is what we do about bullying:

- make sure that the person being bullied is safe
- work to stop the bullying happening again
- provide support to the person being bullied.

### **What should you do?**

**Tell somebody.** Talk to someone you trust and get them to help you take the right steps to stop the bullying.

If you feel you are being bullied:

- get away from the situation as quickly as possible
- tell a member of staff what has happened straight away or, if you do not feel comfortable telling an adult, tell another pupil.

### **If you have been bullied:**

- tell a teacher or another adult at EFA Torbay
- tell your family



# Academy

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- if you are scared to tell a teacher or an adult on your own, ask a friend to go with you – you can also make an anonymous report by using this link:
- keep on speaking until someone listens and does something to stop the bullying
- don't blame yourself for what has happened.
- If you want to tell us anonymously, use the link <https://www.surveymonkey.com/s/6L6VFWG>

### **When you are talking to an adult about bullying be clear about:**

- what has happened to you
- how often it has happened
- who was involved
- who saw what was happening
- where it happened
- what you have done about it already.

### **How EFA Torbay will help**

- Maintaining a high level of awareness of issues throughout the school
- Providing systems, which make it easy for students to report incidents confidentially.
- Taking seriously and responding quickly to reported incidents.
- Providing training for staff (teaching and non-teaching) to respond appropriately when incidents come to their attention.

### **Additional help**

If you find it difficult to talk to anyone at school, the independent listener, or at home, ring ChildLine on freephone 0800 1111 This is a confidential helpline.

If you are hard of hearing you can use the textphone 0800 400 222 .

You can also write to Freepost 1111, London N1 0BR; the phone-call and letter are free.