

THE BROOKFIELD SCHOOL

ANTI-BULLYING, RACISM AND SEXUAL HARASSMENT POLICY

At The Brookfield School, we are committed to providing a caring, friendly and safe environment for our pupils and staff so they can learn and work in a relaxed and secure atmosphere. We believe that every member of the school's community has the right to be treated with respect. Bullying of any kind is unacceptable. If bullying does occur, all pupils and adults should be able to discuss and know that incidents will be dealt with promptly and effectively. The school is a 'telling' school, which means that anyone who knows that bullying is happening should share this information with staff. People who are bullying will be supported to learn different ways of behaving.

Our school community:

- Discusses, monitors and reviews our anti-bullying policy on a regular basis
- Supports staff to promote positive relationships and identify and tackle bullying appropriately
- Ensures that pupils are aware that all bullying concerns will be dealt with sensitively and effectively; that pupils feel safe to learn; and that pupils abide by the anti-bullying policy
- Reports back to parents/carers regarding their concerns on bullying and deals promptly with complaints. Parents/carers in turn work with the school to uphold the anti-bullying policy
- Seeks to learn from good anti-bullying practice elsewhere and utilises support from the Local Authority and other relevant organisations when appropriate

What is bullying?

STOP: Several Times On Purpose

Bullying is targeted and persistent behaviour directed at another person with the intention of causing harm. Bullying results in pain and distress. Bullying can be:

Emotional	Being unfriendly, excluding, tormenting (hiding books, threatening gestures)
Physical	Pushing, kicking, hitting, punching or any use of violence
Racist	Racial taunts, graffiti, gestures
Sexual	Unwanted physical contact or sexually abusive comments
Homophobic	Because of, or focussing on, the issue of sexuality
Verbal	Name-calling, sarcasm, spreading rumours, teasing
Cyber	All areas of Internet, such as e-mail & Internet chat room misuse (e.g. Facebook), mobile threats by text messaging & calls, misuse of associated technology such as camera and video facilities

Objectives of this policy

Staff and pupils at The Brookfield School should:

- Have an understanding of what bullying is
- Know the school's policy on bullying and follow it when incidents of bullying are reported
- Assure the person affected by bullying that they will be supported when bullying is reported

Preventing, identifying and responding to bullying

STOP: Start Telling Other People

We will:

- Work with staff and outside agencies to identify all forms of prejudice-driven bullying
- Actively provide systematic opportunities to develop pupils' social and emotional skills, including their resilience
- Consider all opportunities for addressing bullying including through the curriculum, through displays, through peer support and through the School Council
- Train all staff to identify bullying and follow school policy and procedures on bullying

The Equality Act 2010

Under the Public Sector Equality Duty, The Brookfield School actively seeks to eliminate discrimination, harassment and victimisation of any member of the school community who has a protected characteristic. These protected characteristics include:

- Disability
- Gender re-assignment
- Pregnancy and maternity
- Race: this includes ethnic or national backgrounds, colour or nationality
- Religion or beliefs; this includes lack of belief
- Sex (also frequently referred to as gender)
- Sexual orientation
- Socio-economic circumstances
- And any characteristic that is used as a focus of unwanted attention

Issues of bullying between one pupil and another are not within the scope of the Equality Act. However, all forms of prejudice-motivated bullying are taken seriously and dealt with equally and firmly.

Signs and symptoms

Signs of bullying may include any of the examples below:

- Showing concern about coming to the school
- Becoming withdrawn, anxious or lacking in confidence
- Having difficulties sleeping

- Being overly aggressive in a group situation

These signs and behaviours can indicate other problems but bullying should be considered a possibility and should be investigated by the pupil's tutor or teacher.

Procedures

How staff will respond to reports of bullying:

- Form tutors will respond to their pupil's concerns about bullying and inform their Key Stage Co-ordinator
- Let the pupil know that you are prepared to give time to listen
- Arrange a mentoring session to discuss the pupil's concerns
- Use the Restorative Justice question format:
 1. *What happened?*
 2. *What were you thinking?*
 3. *How were you feeling?*
 4. *What do you think has been affected?*
 5. *What do you need to happen now?*
- Complete a statement with the pupil
- Inform the pupil that the incident will be recorded on Behaviour Watch.
- Inform parents/carers that the incident has been logged and is being investigated
- The Head Teacher and/or relevant Key Stage Co-ordinators will investigate. A meeting will be held with the alleged perpetrator and a path of action decided: use of Restorative Justice with alleged perpetrator; meeting with perpetrator and parents/carers; bullying incident logged on perpetrator's file
- In the case of serious incidents, a fixed term exclusion may be considered if it meets the threshold set out in the exclusion policy
- In the case of criminal behaviour, the school will work with the police to agree the best course of action
- Letter to parents/ carers of victim to let them know of school actions
- If parents are not satisfied with the school's response they can request a meeting with the Chair of Governors
- Follow-up meeting between the pupil and Form Tutor to ensure that incidents of bullying are not recurring

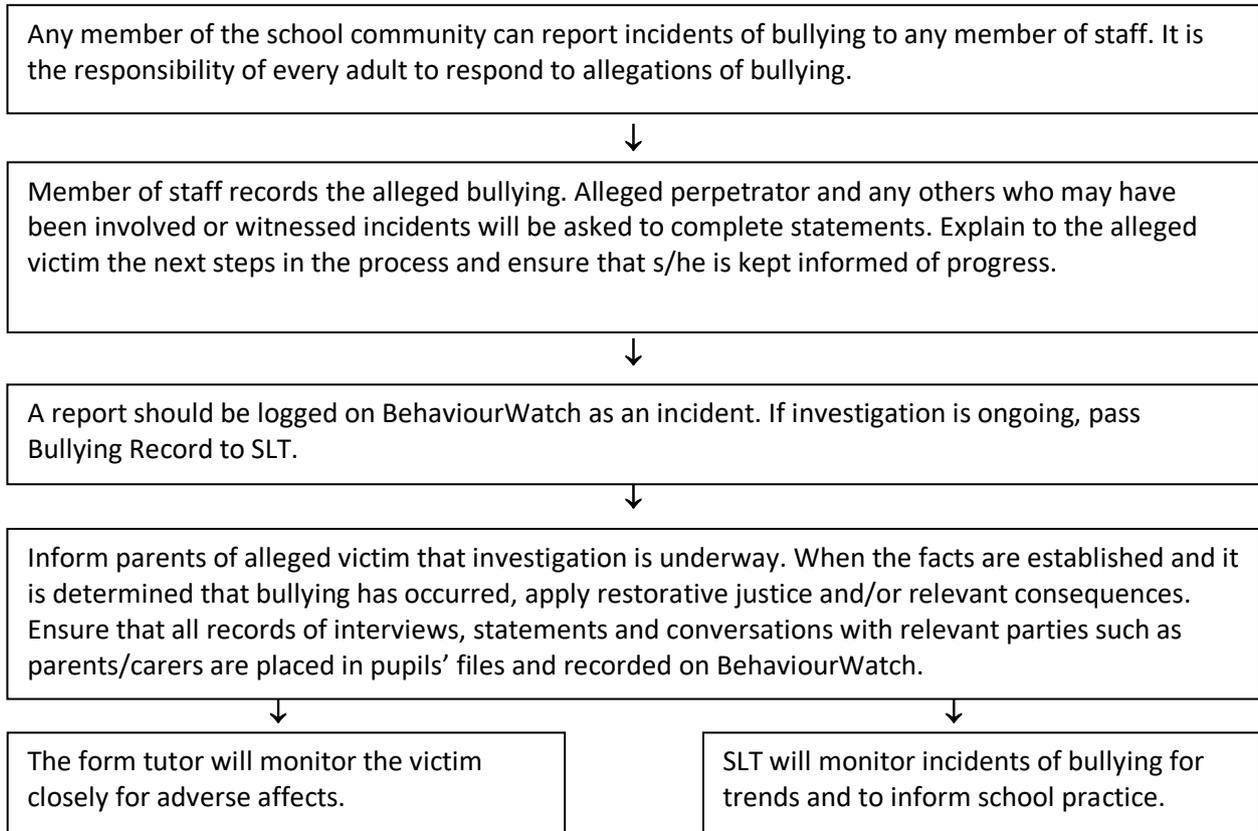
Curriculum

Bullying behaviours are addressed directly through the school's PSHE/Values curriculum. The Brookfield School promotes values in all aspects of school life. Half-termly focus on specific values ensures that a culture of respect and safety is nurtured.

Pupil views on feeling safe are gathered regularly through School Council meetings and PSHE. SLT analyse responses from pupil questionnaires to address any concerns that may constitute bullying. We also analyse Behaviourwatch on a half termly basis to identify suspected bullying, recognise patterns or trends and to ensure emergent behaviours do not become persistent.

We hold our anti-bullying week annually in November where form groups address specific issues with their form tutor.

Responding to a reported incident of bullying of a pupil



Restorative Justice Meetings

- If there is no resolution or bullying incidents reoccur the head of key stage may decide to conduct a Restorative Meeting
- Parents of all pupils involved should be contacted to explain the Restorative Justice (RJ) process
- Pupils have a 1:1 meeting first to explain the RJ process asking:

What happened?
2. What were you thinking?
3. How were you feeling?
4. Who do you think has been affected?
5. What do you think needs to happen now?

- A Restorative Justice meeting is then arranged with the pupils when all parties feel ready. The following questions are asked:

Responding to challenging behaviour	Those harmed by others' actions
<ol style="list-style-type: none"> 1. What happened? 2. What were you thinking about at the time? 3. What have your thoughts been since? 4. Who has been affected by what you did? 5. In what way have they been affected? 6. What do you think needs to happen to make things right? 	<ol style="list-style-type: none"> 1. What did you think when you realised what had happened? 2. What have your thoughts been since? 3. How has this affected you and others? 4. What has been the hardest thing for you? 5. What do you think needs to happen to make things right?

Restorative Justice meeting protocols:

- All information discussed remains confidential within the meeting unless any Child Protection issues are involved
- Pupils are supported to discuss events, feelings and possible ways to move forward positively
- Targets are set by the pupils if they feel ready to do so. If not, a further RJ meeting is arranged
- Pupils are made aware that should they break the targets sanctions occur
- A review date is agreed within two weeks with all pupils if necessary
- Pupils are able to report any ongoing concerns
- The FT, SLT and SENCo responsible for anti-bullying are informed of the targets
- If there is no resolution the parents are involved in a further round of RJ meetings if necessary

Safeguarding

All staff at The Brookfield School understand that there is a close link between bullying and being safe. All staff receive safeguarding training level 2 or 3 as appropriate and members of the senior staff receive Level 5 training. All staff are familiar with the Levels of Need thresholds and Information Sharing protocols. All staff are aware of the process for sharing concerns with the school's Designated Manager of Safeguarding/Deputy Designated Manager of Safeguarding. Weekly safeguarding meetings between the head teacher and safeguarding leads ensure that safeguarding concerns are addressed swiftly. All serious safeguarding incidents are dealt with immediately. The school staff work closely with outside agencies to ensure that pupils are safe in and out of school.

Responsibilities

It is the responsibility of:

- School Governors to take a lead role in monitoring and reviewing this policy
- Governors, the Head Teacher, Senior Managers, Teaching and Non Teaching staff to be aware of this policy and implement it accordingly
- The Head Teacher to communicate the policy to the school community

- Pupils to abide by the policy

Approved by LGB: 6th March 2018

Review Date: March 2019