



# ANTI-BULLYING POLICY AND PROCEDURES

Policy created by Danielle Ford	June 2025
Period of review	Bi - annually
Next review date	June 2027

## **1. Policy Statement**

- 1.1. Do Talk Write is completely opposed to bullying and will not tolerate it. It is entirely contrary to the values and principles we work and live by. All members of our alternative provision have a right to work in a secure and caring environment. They also have a responsibility to contribute in whatever way they can, to the protection and maintenance of such an environment.
- 1.2. Do Talk Write is committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a positive and secure environment. Bullying of any kind is unacceptable in our alternative provision. If bullying does occur, all students should be able to inform staff and be confident that incidents will be dealt with promptly and effectively.
- 1.3. At Do Talk Write we do not discriminate against any student or adult on the grounds of race, disability, gender, age, gender reassignment, pregnancy, maternity, religion or belief, sex, or sexual orientation. We embrace the individuality of all our community members and comply fully with the Equality Act 2010.

## **2. Principles**

- To create a positive and safe learning environment
- To develop individuals' self-esteem and respect for others
- To have a complete and consistent method for dealing with incidents of bullying
- To resolve bullying by means of reconciliation, support, or sanctions, this is directly linked with our Behaviour Policy.
- All members of Do Talk Write share an understanding of what is defined as bullying
- All staff share a consistency of response
- Staff and students recognise the benefit of taking a stand against bullying
- Parents and other members of the local community are aware of the Do Talk write's policy on bullying;
- A high level of awareness of the Anti-Bullying Policy and its aims is maintained through continuous professional development and the wider curriculum.

## **3. Definition of bullying**

3.1. Bullying is an act of aggression or a wilful, conscious desire to cause embarrassment, pain or discomfort to someone. It can take a number of forms; physical, verbal, making gestures, extortion and exclusion. It is an abuse of power. It can be planned and organised, or it may be unintentional. It may be perpetrated by individuals or by groups of pupils.

### **3.2. Forms of Bullying**

- Physical harm - pushing, kicking, punching, pinching, spitting and any form of violence
- Verbal abuse - name-calling, sarcasm, spreading rumours, persistent teasing
- Cyber bullying - sending harmful or cruel text or images using any area of the internet or mobile phones
- Emotional abuse - tormenting, making fun of someone, humiliation, isolation by groups of students from groups or activities, destroying or spoiling work, dirty looks, spreading rumours, demanding money
- Homophobic abuse - unwanted physical contact, abusive comments, particularly related to sexuality.
- Sexual abuse - unwanted physical contact, abusive comments, particularly of an inappropriate sexual nature;
- Racist abuse - racial taunts or jokes, graffiti, gestures, making fun of customs, music, accents, refusing to work with someone of a different cultural background.

#### **4. Links with other Alternative Provision Policies**

- Behaviour Policy
- Child Protection Policy

#### **5. Participation and Consultation Process**

- Awareness raising programmes (parent's evenings)
- Survey/questionnaires distributed to students, parents and all alternative provision staff
- Seeking the views of parents at information evenings.
- Monitoring evaluation and review.

#### **6. Responsibilities of Staff**

- Following an incident, inform parents/carers of both bullies and victims of the situation and actions to be taken
- Foster in our pupil's self-esteem, self-respect and respect for others
- Demonstrate by example the high standards of personal and social behaviour we expect of our pupils
- Discuss bullying during breakfast and lunch gatherings, so that every pupil learns and appreciates the damage it causes to both the victim and the bully
- Discuss the importance of telling a member of staff about bullying when it happens.
- Be alert to signs of distress and other possible indications of bullying.
- Listen to students who have been bullied, take what they say seriously and act to support and protect them.
- Report suspected cases of bullying to the Headteacher
- Follow up any complaint by a parent about bullying, and report back promptly and fully on the action which has been taken.
- Deal with observed instances of bullying promptly and effectively, in accordance with agreed procedures.

#### **7. Responsibilities of Pupils**

- Will support the Headteacher and staff in the implementation of this policy.
- Will not bully anyone else, or encourage and support bullying by others.
- Will tell a member of staff or parent/carer if they are being bullied
- Will prevent and stop bullying, usually this is through telling an adult if they know or suspect that someone else is being bullied.
- Pupils must recognise that being a 'bystander' is not acceptable, and understand how their silence supports bullying and makes them in part responsible for what happens to the victim of bullying.
- Intervene to protect the pupil who is being bullied, unless it is unsafe to do so.

#### **8. Responsibilities of Parents**

- Watching for signs of distress or unusual behaviour in their children, which might be evidence of bullying
- Advising their children to report any bullying to their mentor and explain the implications of allowing the bullying to continue unchecked, for themselves and for other pupils
- Advising their children not to retaliate violently to any forms of bullying
- Being sympathetic and supportive towards their children, and reassuring them that appropriate action will be taken
- Keep a written record of any reported instances of bullying
- Informing Do Talk Write of any suspected bullying, even if their children are not involved
- Co-operating with the school, if their children are accused of bullying and try to ascertain the truth
- Reinforce the implications of bullying, both for the children who are bullied and for the bullies themselves.

**9. Responsibilities of All**

Work together to combat and, hopefully in time, to eradicate bullying.

**10. Preventative Measures**

Do Talk Write will:

- Support the Headteacher and the staff in the implementation of this policy.
- Be fully informed on matters concerning anti-bullying.
- Regularly monitor incident reports and actions taken to be aware of the effectiveness of this policy.

The Headteacher will ensure that:

- Bullying is addressed as an issue in the curriculum.
- All staff receive training that addresses bullying behaviour.
- Do Talk Write is regularly provided with information regarding issues concerning behaviour management including bullying.

Parents/Carers will:

- Understand and be engaged in everything that is being done to make sure that their child enjoys and is safe at Do Talk Write
- Support Do Talk Write in helping us meet our aims.

**11. Procedures for Dealing with Incidents**

- The priority is to give protection and support to the victim
- Staff must make it clear that the bully's behaviour is totally unacceptable. It is important that disapproval is explained in a calm and rational way;
- It is vital that alternative behaviour is discussed with the bully in order that long term behaviour can be improved;
- Appropriate follow-up work, including counselling and/or peer mediation (where appropriate) should be carried out
- Victims of bullying may end up believing that they deserve to be bullied; they feel powerless and vulnerable and self-esteem can be badly damaged. Therefore it is essential that self confidence is re-established;
- Investigations into bullying incidents will be thorough and involve both the bully the victim and any witnesses
- The bully will be supported in recognising their unsociable behaviour and offering support to modify that behaviour
- Sanctions, if appropriate will be decided on the individual incidents and circumstances
- Parents/Carers will always be informed of the incident and the outcome
- After the incident has been dealt with, each case will be monitored to ensure repeated bullying does not take place.
- Please refer to the Behaviour Policy for procedures and sanctions regarding bullying.