



**STOUR VALLEY**  
COMMUNITY SCHOOL

## **Behaviour and Anti-Bullying Policy**

## **Aims**

Stour Valley Community School promotes a purposeful atmosphere which allows safe, effective learning and teaching and where success is recognized and rewarded. Everybody is encouraged to be calm, polite and considerate and to relate well to each other. All members of our community are expected to act in a manner that is in the best interests of the safety of the entire school, whilst promoting self-discipline and respect.

## **Principles**

All adults and young people have the right to protection from harm, neglect and abuse. SVCS aims to ensure good relationships between all members of its community so that learning and personal development can take place in a climate of trust, safety and confidence. Everyone has a responsibility for safeguarding and promoting well-being, with all staff having a duty of care towards students. Good discipline and behaviour is self-motivated and will be encouraged by praise, a Conduct Points system of rewards and through recognising qualities such as leadership. Staff will model good behaviour amongst themselves, with visitors and when interacting with students. In addition to sanctions, based on restorative justice and community service where practical, the student support room will be used as a place where students can work if they are to be isolated from their peers.

The majority of students behave well and act with consideration and politeness;

- We understand that young people experience a wide range of, what can be, conflicting rules, from parents, teachers, the internet and others;
- We aim to involve our students in developing rules and principles in a way that encourages independent, responsible behaviour;
- Examples of acceptable behaviour include: following requests from staff; showing respect and care for people and property; showing self-discipline; being truthful; being polite; making an effort; and working appropriately;
- Students are expected to make every effort to complete their assigned work;
- Good discipline is the responsibility of all who are involved in the school;
- Examples of unacceptable behaviour include: hurting others (physically or verbally); bullying; causing disruption to learning; damaging property; inappropriate language; rudeness and disobedience;
- The school does not condone any form of violence (whether actual or threatened) or bullying, of any type;
- The school considers the possession of weapons or illegal drugs on school premises (or in any context involving the school) to be totally inappropriate and will act accordingly;
- In some circumstances it may be necessary to take action with regard to one student for the benefit of other students;
- The school recognises that every student should be judged on their individual merit and rewards should reflect effort and achievement against their own previous record;
- Sanctions are used after consideration of their effect on the student;
- Within general school life and assemblies, students are reminded of appropriate behaviour concerning bullying, drugs, weapons, decency, violence, theft, acceptance of the school's authority and other such issues.

## **Anti-Bullying**

All members of the school community have the right to feel safe. Any form of bullying is treated seriously and followed up as a matter of priority. We will take all possible, appropriate and reasonable measures to prevent and remove all incidents of bullying.

Bullying is defined as 'any physical, verbal or indirect abuse which is deliberately hurtful and causes distress, or which an individual perceives to be bullying in nature'. This includes cyber bullying. Bullying is 'a persistent, deliberate attempt to hurt or humiliate someone', and as such can be considered a form of peer-on-peer abuse.

'Bullying' is a commonly misunderstood term. One-off incidents, whilst they may be very serious and will always be dealt with, do not fall within the definition of 'bullying'.

### Forms of Bullying

There are various forms of bullying which include:

- Emotional – eg. being unfriendly, tormenting.
- Physical – eg. hitting, kicking, taking belongings, violence.
- Racial – eg. racial taunts, graffiti, gestures.
- Homophobic/Transphobic – eg. Homophobic or transphobic remarks.
- Sexual – eg. sexual remarks or gestures, unwanted physical attention, inappropriate touching.
- Verbal – eg. name-calling, sarcasm, spreading rumours, teasing.
- Cyber – e.g. bullying that takes place online, such as through social networking sites, messaging apps or gaming sites

### Types of bullying

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

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

If unchallenged, other students may come to see bullying behaviour as acceptable within the school and this will not be tolerated.

### **Rewards and Sanctions**

Rewards include:

- a) Verbal and written praise;
- b) Achievement Certificates;
- c) +ve Achievement (House) Points;
- d) Achievement Awards;
- e) Reward Assemblies;
- f) Class/Team/Group Rewards (for such matters as fundraising);
- g) Sporting Awards (for individual and team sporting success);
- h) School Prizes (awarded at Presentation Evening).

Sanctions include:

- a) Verbal and written warnings (clearly given when individuals do not follow requests);
- b) Confiscation of items (such as mobile phones);
- c) Community Service (litter picking, wiping tables etc);
- d) Removal from lesson (lesson time spent in Student Support);
- e) –ve Behaviour (House) Points
- f) Break or Lunchtime Detentions;
- g) After School Detentions;
- h) Tutor and Year Leader contact with parents;
- i) Internal Exclusion from Lessons (a planned, whole day consequence of more serious actions where students work in a supervised environment);
- j) School Disciplinary Panel (for, in any school year, 6 days of exclusion or more than 3 incidents of violent or aggressive behaviour).

All these are over and above every school's right to use:

- a) Fixed term exclusions (for such issues as: behaviour which is repeatedly unacceptable, indecent or violent; some individual incidents of totally unacceptable behaviour; some acts of theft; some acts of damage);
- b) Permanent exclusion (for such issues as: drugs related incidents; the possession of weapons; very serious indecent behaviour; very serious racism or sexism; out of control behaviour which could cause severe danger to others; some acts of theft; refusal to accept the authority of the school, persistent and/or high level contravention of school rules);
- c) Incidents warranting permanent exclusion will initially result in one or more short term exclusions allowing time for full investigation and consultation before the Headteacher makes a final decision to permanently exclude a student;
- d) Examples are given, but this is not a complete list.

## **Roles and Responsibilities**

### Governors' Responsibilities

- Ensuring that this policy is in place;
- Providing the necessary guidance, encouragement and resources to allow this policy to be followed;
- Monitoring the effectiveness of this policy;
- Analysing data on anti-bullying;
- Monitoring the number and severity of behaviour incidents;
- Monitoring the number and spread of exclusions (permanent and fixed term);
- Setting up ad hoc Disciplinary Committees to hold Exclusion hearings;
- These ad hoc Committees will comprise:
  - 3 Governors;
  - At least one of whom will have had experience/training in Disciplinary Committee procedure (if practicable given the time constraints and depending on the Governor's prior knowledge of the student);
- Making arrangements to hear appeals against the Disciplinary Committee's findings.

### Staff Responsibilities

- The Headteacher is ultimately responsible for the well-being of all students and staff. All staff, students, parents and Governors should be made aware of the policy alongside awareness being raised of the issues associated with bullying in schools;
- Where poor behaviour or bullying outside school is reported to school staff, it will be investigated and acted on if it impacts on school life. The Headteacher will also consider whether it is appropriate to notify the Police or Children and Young People's Services. If the behaviour could be criminal or poses a serious threat to a member of the public, the Police will always be informed;
- The Assistant Headteacher has been designated to oversee the Safeguarding and well-being of students. This role includes the following responsibilities:
  - To liaise with the Headteacher on all matters regarding the Safeguarding of children;
  - To ensure all staff are aware of the contents of the 'Behaviour & Anti-Bullying Policy'; and that its procedures are adhered to, through regular training and monitoring;
  - To liaise with staff to ensure the implementation of whole school initiatives to highlight positive behaviour, such as in assemblies, Anti-Bullying Week;
  - To monitor and record all reports of incidents of unacceptable behaviour, including bullying;
  - To liaise with the Police, local schools and colleges;

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Next review date: June 2022

- To liaise with the School Network Manager to monitor aspects of E-safety;
  - To make referrals to relevant external agencies to access support to improve behaviour. These referrals will be made in discussion with parents when other strategies have proved to be ineffective.
- If a student is suspected of being in contravention of this policy or posing a risk to others through something in their possession they will be escorted to a room and asked to empty their pockets and bags in the presence of two members of staff. If a student needs to be searched then, as appropriate, a parent or the Police will be contacted to undertake the search.
  - Staff should be alert to any potential incident of poor behaviour or bullying and intervene when instances are noticed. Minor incidents of poor behaviour or disagreements should be addressed by tutors or subject teachers and can be dealt with effectively in this way;
  - Head of Faculty/Department have oversight of behaviour within lessons that fall within their remit, and should provide support to subject teachers as appropriate;
  - Subject teachers, Heads of Faculty, Form Tutors and Year Leaders will contribute to a coordinated approach to behaviour monitoring/management through effective liaison with one another;
  - Members of staff are able to access informal training from the Pastoral Team or Senior Leadership Team on an ad hoc basis or use the Performance Management system to request training on specific aspects of behaviour management;
  - Incidents of poor behaviour or bullying should be referred to the form tutor who will liaise with the Year Leader over action to be taken;
  - The Year Leader is responsible for clarifying the facts through thorough investigation and taking statements from those involved and witnesses;
  - The Year Leader; having clarified the facts, will record the incident and liaise with the Assistant Headteacher regarding the sanction. Parents will be notified, as appropriate;
  - Staff will ensure ongoing monitoring of the individuals involved.
  - At points of transition, within and beyond school, information about behaviour strategies will be shared by the Year Leader or Assistant Headteacher to create a transition plan to minimise any potentially disruptive behaviours.

#### Student Responsibilities

- To behave, respect others and uphold the ethos and values of SVCS
- To ensure that previous victims of poor behaviour or bullying are not isolated from groups of friends;
- To intervene when someone is being bullied and making it clear to the bully that their actions are disapproved of;
- To inform a member of staff that poor behaviour or bullying is happening;
- To take care of/pride in the school and its grounds. This includes dropping of litter, graffiti, damage etc. Students are encouraged make it known to staff when peers are fulfilling this obligation;
- To encourage their peers to join in activities and groups;
- To discuss and consider bullying issues in PSHE lessons and tutor time;
- To engage with the external agencies to improve behaviour, as necessary.

#### Parents' Responsibilities

- To acknowledge when their child has demonstrated good behaviour which could be out of school, from report comments or as discussed at parents' evenings;
- To contact the school if they have any concerns about their child's behaviour or the

- behaviour of another person towards their child;
- To attend reintegration meetings following a fixed term exclusion;
- To support the ethos and values of the school.

### **Physical Intervention**

It is the objective of all staff to maintain consistent and safe practices in the very rare cases involving the use of handling, reasonable force and restraint. The law allows all adults who are authorised by the Headteacher to be responsible for students to use such force as is reasonable to prevent a student:

- Committing a criminal offence (or for younger children that which would be an offence)
- Causing personal injury, injury to others or damage to property
- Engaging in any behaviour prejudicial to maintaining good order and discipline

In all circumstances where physical intervention is or may become required, members of staff should ensure that adult assistance is requested before intervention, although it is understood that circumstances may lead to the need for intervention prior to the assistance arriving. Staff considering handling, use of reasonable force or restraint must provide opportunity for the student to alter their behaviour/actions before employing a physical intervention strategy and should continue to make instructions to the student and details of their intended interventions clear. All incidents where staff feel that they have used force to modify behaviour or conduct should be recorded. It is not necessary to record every incident of contact with a child, but it is advisable to record the circumstances. A member of the Senior Leadership Team will ensure that parents are appropriately informed.

### **Equality Act 2010**

Under the Equality Act 2010 we are mindful that some students are more vulnerable than others and that all members of the community should be treated equally. Also that some students will find it more difficult to identify and report poor behaviour and bullying than others.

- A variety of methods to report poor behaviour and bullying will be made available to students;
- There will be fair treatment for all, regardless of age, culture, disability, gender, religion or sexuality, and encourage understanding and tolerance of different social, religious and cultural backgrounds;
- Students with Special Educational Needs or Disabilities may need specific, individual plans and strategies to support them to achieve an acceptable level of behaviour;
- Consideration will be given to the additional needs of children affected by parental imprisonment;
- Sanctions will take into consideration the learning and social needs of the perpetrator and be appropriate to them as an individual;
- Concerns raised through external agencies working with students will be treated as seriously, and investigated in the same way, as those made by the individual themselves.

### **In Year Fair Access Panel (IYFAP)**

The IYFAP process involves all West Suffolk schools meeting on a monthly basis to discuss additional support for students who are at risk of repeated fixed term exclusion, permanent exclusion or being unable to complete their education in a mainstream educational provision. Students may be referred to this panel following agreement from a parent.

## **E-Safety Policy**

The SVCS E-Safety Policy includes the following statements;

- School Internet access will be designed for student use and will include filtering appropriate to the age group of students. Students will be taught what internet use is acceptable and what is not and given clear guidelines for use;
- The curriculum makes students aware that social networking can be a vehicle for cyber bullying. Students are encouraged to report any incidents of bullying to the school allowing for the procedures, as set out in the Behaviour & Anti-bullying Policy, to be followed;
- The use of mobile technologies can be used as an effective teaching and learning tool within the curriculum with the following areas of concern to be taken into consideration: *Inappropriate or bullying text messages.*

## **Behaviour in the Community**

Headteachers have the power to discipline students for poor behaviour outside the school premises as students are travelling to or from school. Section 89(5) of the Education and Inspections Act 2006 gives Headteachers the power to regulate students' conduct when they are not on school premises and are not under the lawful control or charge of a member of school staff.

- Any bullying incidents occurring off the school premises, such as on school transport or in the immediate community where a student is in school uniform, will be investigated and students may be disciplined for bringing the school into disrepute;
- Incidents involving social media will be investigated if they happen during school time or significantly impact on school life. Parents will be advised that they should report these matters to the media provider or police and be aware that the school cannot take responsibility for the actions of their child during social hours;
- Students on school visits will be subject to the same disciplinary rules as in school, with the addition of site-specific instructions.

## **Allegations Against Staff**

SVCS believes that all members of the school community are entitled to protection from bullying. Inappropriate behaviour between students and staff will not be tolerated and any concerns or allegations of inappropriate behaviour will be dealt with quickly, fairly and sensitively through the Complaints Policy. Any staff disclosing information, regarding inappropriate behaviour by colleagues, will be listened to and supported by the senior leadership team, in line with the Whistle Blowing Policy.

If malicious allegations are made against members of staff those making the allegation will be subject to an investigation to understand the motivations for the allegation. Further action may include a disciplinary consequence, a referral to Child and Adolescent Mental Health Service and the incident may be reported to the Police.

## **Communication of this Policy**

We will take active steps to communicate the principles of this policy to all students, parents, staff, Governors, partners, stakeholders, contractors and visitors to the School.

This will be done through:

- Student planners;
- Home-School Agreement;
- Assemblies;
- School Website;
- Any other methods that are considered effective.

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**Monitoring and review**

The Governing Body will be responsible for reviewing and monitoring the effectiveness of this policy annually. Any changes will be made in line with legislation.

Ratified by Governing Body	SVCS LGB
Date	20 June 2021