

MAGDALEN COLLEGE SCHOOL

ANTI-BULLYING POLICY

Non-Statutory Policy – Annual Review

GOVERNORS' EDUCATION & WELFARE COMMITTEE

Date next due for review by committee	Reviewed by committee	Any Changes YES/NO	Approved by Committee
	6 May 2008	Yes	8 July 2008
May 2009	2 June 2009	No	7 July 2009
June 2010	15 June 2010	No	
June 2011	28 June 2011	Recommended - In process	June 2011
November 2012		Review ongoing	
February 2013	19 February 2013	Yes new text approved	26 March 2013
February 2014	11 February 2014	No	N/A
February 2015	18 November 2014	Updated policy presented	2 December 2014
November 2015	26 January 2016	Minor amend	N/A
January 2017	24 January 2017	No	N/A
January 2018	16 January 2018	Updated	16 January 2018
January 2019	19 March 2019	Updated	19 March 2019
January 2020	17 March 2020	Yes	17 March 2020
March 2021			

MAGDALEN COLLEGE SCHOOL

Anti-Bullying Policy

Definition	Bullying is persistent behaviour which makes you feel uncomfortable or threatened whether this is intended or not
Aim	<ul style="list-style-type: none"> To develop a culture in which every member values and has respect for themselves and others, where bullying of any sort is always unacceptable
Objectives	<ul style="list-style-type: none"> To develop a harmonious and respectful atmosphere To ensure all cases of bullying are dealt with consistently and fairly when they occur To address any inappropriate behaviour which could cause a students to feel uncomfortable All students have the right to feel safe, happy and respected in school All students have the right to be protected from all forms of bullying and abusive behaviour including: threat of or actual physical harm, emotional harm, homophobic, racist, verbal intimidation, extortion, religious, cultural, sexist and sexual bullying, non-verbal communication of an aggressive or intimidating nature, cyberbullying, exclusion and bullying of those with disabilities or special educational needs To develop a framework in which staff are comfortable and confident about identifying, managing and resolving bullying issues All students feel able to make disclosures To enable parents to feel confident about working with the school
Stakeholders	Students, parents, teaching staff, LSAs, Leaders of Learning, pastoral support staff, support staff, lunchtime supervisors, leadership group, governors
Responsibilities of students	<ul style="list-style-type: none"> To report immediately if they feel they are being bullied. To behave in a way that enables others to feel safe and to support other students and staff in developing a culture where bullying is unacceptable To participate fully in all anti-bullying campaigns, PCSHE and Extended Learning opportunities: assemblies, tutor time, curriculum opportunities to increase their knowledge and understanding of the effects of bullying
Responsibilities of parents	<ul style="list-style-type: none"> To report any bullying concerns to their child's form tutor as soon as possible To encourage their child to discuss bullying issues with staff and support the school whilst managing any issues To refer to "the dealing with Bullying – a guide to parents" document
Responsibilities of class teachers	<ul style="list-style-type: none"> To ensure a good knowledge of the current anti-bullying policy and procedures and implement when appropriate To ensure no bullying situation is left unresolved through appropriate actions and reporting To tackle any inappropriate behaviour which could cause a student to feel uncomfortable To promote a safe environment through teaching and classroom practices To create an atmosphere in school where students who are bullied or others who know about it, feel that they will be listened to and believed and that action taken will be swift but sensitive To listen to any reported bullying and either report it to the form tutor or follow the school procedures for anti-bullying To record on Go 4 Schools any bullying incident using the appropriate category from the drop down menu If applicable, to deliver anti-bullying lessons through the PCSHE/ICT curriculums

<p>Responsibilities of learning support assistants</p>	<ul style="list-style-type: none"> • To ensure a good knowledge of the current anti-bullying policy and procedures and implement when appropriate • To support the creation of an atmosphere in school where students who are bullied or others who know about it, feel that they will be listened to and believed and that action taken will be swift but sensitive • To help to promote a safe environment through direct teaching and classroom practices • To listen to any reported bullying and pass it on to the student's form tutor • To address any inappropriate behaviour which could cause a students to feel uncomfortable
<p>Responsibilities of form tutors</p>	<ul style="list-style-type: none"> • To listen to any reported bullying and either report it to the Leader of Learning or follow the school procedures for anti-bullying • To develop a culture in which students feel comfortable to report any bullying issues to their form tutor • To ensure a good knowledge of the current anti-bullying policy and procedures and implement when appropriate • To promote a safe environment through teaching and classroom practices • To create an atmosphere in school where students who are bullied or others who know about it, feel that they will be listened to and believed and that action taken will be swift but sensitive • To record any proven reported incidents of bullying on Go 4 Schools using the appropriate category from the drop down menu • To inform the Leader of Learning of significant persistent bullying • To inform, support and work with parents to resolve issues • If applicable, to deliver anti-bullying lessons through the PCHSE curriculum • To use tutor time to promote a culture of anti-bullying • To support student anti-bullying mentors when necessary • To address any inappropriate behaviour which could cause a students to feel uncomfortable
<p>Responsibilities of Leaders of Learning</p>	<ul style="list-style-type: none"> • To support student bullying mentors when necessary • To work with Form Tutors and parents when implementing anti-bullying procedures • To listen to any reported bullying, report it to the form tutor and follow the school procedures for anti-bullying • To inform, support and work with parents to resolve issues • To ensure a good knowledge of the current anti-bullying policy and procedures and implement when appropriate • All paperwork to be stored centrally in the School Bullying Log file • To create an atmosphere in school where students who are bullied or others who know about it, feel that they will be listened to and believed and that action taken will be swift but sensitive • To promote a safe environment through the delivery of active and informative assemblies • To support the organisation and delivery of anti-bullying schemes of learning through extended registrations • To refer students to the school counsellor if appropriate • To record any proven reported incidents of bullying on Go 4 Schools using the appropriate category from the drop down menu • To inform the LG link of any significant bullying issues • To address any inappropriate behaviour which could cause students to feel uncomfortable • To report any cyberbullying incidents or incidents involving inappropriate use of the internet to the E-safety Lead Practitioner for recording in the School E-Safety Log • Cyber bullying incident should be recorded on Go 4 Schools • To monitor the work of form tutors to ensure they have a consistent approach to the policy.

<p>Responsibilities of pastoral support staff</p>	<ul style="list-style-type: none"> • To ensure a good knowledge of the current anti-bullying policy and procedures and implement when appropriate • All paperwork to be stored centrally in the School Bullying Log file • To listen to any reported bullying and report it to the form tutor and senior lunchtime supervisor • To support in the creation of an atmosphere in school where students who are bullied or others who know about it, feel that they will be listened to and believed and that action taken will be swift but sensitive • To support the anti-bullying ambassadors when necessary • To work with Form Tutors and parents when implementing anti-bullying procedures • To listen to any reported bullying, report it to the form tutor and follow the school procedures for anti-bullying • To inform, support and work with parents to resolve issues • To promote a safe environment for all students • To address any inappropriate behaviour which could cause a students to feel uncomfortable • To support the Leader of Learning with bullying issues • To record any proven reported incidents of bullying on Go 4 Schools using the appropriate category from the drop down menu
<p>Responsibilities of support staff</p>	<ul style="list-style-type: none"> • To ensure a good knowledge of the current anti-bullying policy and procedures and implement when appropriate • To support the creation of an atmosphere in school where students who are bullied or others who know about it, feel that they will be listened to and believed and that action taken will be swift but sensitive • To promote a safe environment for all students • To address any inappropriate behaviour which could cause a students to feel uncomfortable
<p>Responsibilities of lunchtime supervisors</p>	<ul style="list-style-type: none"> • To ensure a good knowledge of the current anti-bullying policy and procedures and implement when appropriate • To support the creation of an atmosphere in school where students who are bullied or others who know about it, feel that they will be listened to and believed and that action taken will be swift but sensitive • To promote a safe environment for all students • To address any inappropriate behaviour which could cause a students to feel uncomfortable
<p>Responsibilities of Leadership Group</p>	<ul style="list-style-type: none"> • To ensure a good knowledge of the current anti-bullying policy and procedures and implement when appropriate • To create an atmosphere in school where students who are bullied or others who know about it, feel that they will be listened to and believed and that action taken will be swift but sensitive • To listen to any reported bullying and either report it to the form tutor or follow the school procedures for anti-bullying • All paperwork to be stored centrally in the School Bullying Log file • To record any proven reported incidents of bullying on Go 4 Schools using the appropriate category from the drop down menu • To support Leaders of Learning with significant bullying issues • To ensure monthly reports are completed for NCC • To ensure regular questionnaires are distributed to evaluate bullying • To ensure school displays are regularly updated to remind students of the procedures in case of bullying • To respond to school, local and national anti-bullying campaigns through assemblies and whole school activities • To ensure SOL for ICT and PCSHE contain up to date anti-bullying and safe use of the internet lesson plans • To address any inappropriate behaviour which could cause a students to feel uncomfortable

	<ul style="list-style-type: none"> • To report any cyberbullying incidents or incidents involving inappropriate use of the internet to the E-safety Lead Practitioner for recording in the School E-Safety Log • To monitor incidents of bullying to ensure a proactive approach is adapted to achieving consistent application of the policy throughout the school
Responsibilities of Governing Body	<ul style="list-style-type: none"> • To support and monitor the implementation of the policy • To support and monitor senior leaders regarding serious breaches of the anti-bullying policy
Supporting documents	<ul style="list-style-type: none"> • Behaviour Policy • Dealing with Bullying – a guide to parents and carers