ANTI-BULLYING POLICY

Member of Staff Responsible	Deputy Principal
Board of Directors' Committee Responsible	None
Related policies	Safeguarding and Child Protection Health and Safety Equal Opportunities PSHCE Racial Equality Behaviour
Implementation date	November 2016
Review date	November 2019

INTRODUCTION

Silverstone UTC promotes the safeguarding and welfare of students in its care and fully supports the principles of equal opportunities for all. This policy has been developed in line with legal requirements and statutory guidance. These obligations are highlighted in a range of government initiatives (see Section 2 of the overarching Safe To Learn: Embedding Anti-bullying Work in Schools guidance 2007), Working Together to Safeguard Children (2006) Children's Act (2004), Every Child Matters 5 outcomes, Education and Inspectors Act (2006) Race relations (Amendment) Act 2002, Disability Equality Duty (2006), Equality Act (2006), National strategies on Behaviour and Attendance, National Healthy Schools Programme.

THE UTC DOES NOT TOLERATE BULLYING IN ANY FORM.

The UTC is committed to providing a caring, friendly and safe environment for all of our students so they can learn in a relaxed and secure atmosphere. The UTC has a responsibility to respond promptly and effectively to issues of bullying. By its nature, bullying is contrary to these values and is unacceptable at the UTC. If bullying does occur, all students should be able to tell and know that incidents will be dealt with promptly and effectively. We strive to be a **Telling College** which means that anyone who knows that bullying is happening is expected to tell staff.

AIMS AND OBJECTIVES

This policy aims to:

- Provide clear direction to staff and others about responsibilities with regard to anti-bullying.
- Make explicit the UTC's commitment to the development of good practice and sound procedures.

DEFINITIONS
What Is Bullying?

Bullying is defined as behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally

Bullying could be:

- Emotional - being unfriendly, excluding, tormenting (e.g. 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 email and internet chat room misuse.
- Mobile threats by text messaging & calls.
- Misuse of associated technology, i.e., camera and video facilities.

PRINCIPLES
Silverstone UTC will:

Ensure that all students are aware of their rights and responsibilities and know how to seek support. The Personal, Social, Health and Citizenship Education Programme in the UTC will include the theme of bullying, strategies to cope for students and explore the concepts of rights and responsibilities. The Anti-bullying policy statement will be displayed around the UTC and on the UTC's website (Appendix 1).

Encourage students to work well and develop good relationships with one another and to offer each other mutual support.

Ensure that students behave in a respectful and positive way towards one another. Tutors will maintain firm, fair and assertive discipline in the classroom and share with our students responsibility for ensuring good behaviour in all areas of the UTC. Everyone will be supported by an agreed and consistently applied behaviour policy. Good behaviour is expected from everyone, particularly sensitive/helpful behaviour.

Encourage students to talk about problems they may have and about the problems of other students as well. Everyone will be encouraged to say **NO** to bullying. They will know and understand what bullying means and the consequences of such actions. Everyone will be encouraged to be active, not passive – to 'Tell' or report incidents of bullying on others.

Encourage parents/carers to contact the UTC about any problems they know or suspect their child may be having and by assuring parents/carers that all incidents will be taken seriously and investigated, and they will be kept informed. Appendix 2 contains the "Guidelines for Parents/Carers" sheet on what to do if their child has a problem. This will be displayed on the website.

Apply fair and consistent sanctions to those who offend against the rights of others.

Support the staff of the UTC. The staff will receive training, guidance and support to ensure they are alert to signs of bullying (see Appendix 4) and be equipped with suitable strategies to respond appropriately. Many incidents of bullying occur around the premises, at break time and lunchtime and it is important that support and supervisory staff are alert to the difficulties some students may face and therefore will always be included in relevant training.

Provide a pastoral structure suitable for monitoring and following up incidents of bullying. Procedures for dealing with bullying are detailed in appendix 3. Every student has a Personal Tutor and there is regular contact time available with the Tutor if the need arises. The pastoral team will seek to address the needs of both the victims and the bullies.

ROLES AND RESPONSIBILITIES

Directors
The Directors of the UTC will:
- Ensure the UTC has an anti-bullying policy.
- Ensure that the policy is available to parents.
- Ensure that policies and procedures are reviewed regularly.

Principal
The Principal will:
- Ensure the policy adopted by the Directors of the UTC is fully implemented and followed by the whole UTC community.
- Ensure effective implementation of the policy.
- Organise appropriate staff training and awareness raising sessions.
- Monitor, review and evaluate the effectiveness of the policy according to the timescale for the review.
- Report termly to Directors all racist incidents.

Deputy Principal
The Deputy Principal will:
- Coordinate the procedures for dealing with bullying issues.
- Oversee the investigation of all reports of bullying.
- Ensure all new staff are inducted in the procedure.
- Ensure that all students are fully aware of the contents of the anti-bullying policy.
- Ensure that opportunities exist both around the UTC and within the PSHCE programme to promote a positive, supportive and secure environment which gives students a sense of being respected and valued.
- Ensure that all incidents of bullying are recorded on the management information system.

All Staff
All staff at the UTC will:
- Ensure they are fully conversant with the anti-bullying policy and appendices.
- Ensure that any suspected incidents of bullying are reported.
- Ensure that all incidents of bullying are recorded on the management information system.

Students

All students at the UTC will:

- Be prepared to express their views on policy and procedure through the Student Executive Board.
- Subscribe to the anti-bullying policy.
- Report any suspected bullying using the procedures in place.

MONITORING, EVALUATION AND REVIEW

All reports of bullying will be recorded on management information system. This data will be used to:

- Manage individual cases effectively.
- Monitor and evaluate the effectiveness of strategies.
- Celebrate the anti-bullying work of the UTC.
- Demonstrate defensible decision making in the event of complaints being made.
- Engage and inform multi agency teams as necessary.
- Report to Directors in order for them to evaluate the anti-bullying work of the UTC.
- Inform the evidence presented in the UTC's chosen form of self-evaluation.

This policy will be monitored regularly to assess its implementation and effectiveness. The designated member of staff responsible will provide an annual report to the Board of Directors and interim reports on request. The policy will be reviewed by the Board of Directors as per the published policy review cycle.