



Manchester Academy

The best in everyone™

Part of United Learning

Anti-Bullying Policy

2016 – 2017

For Office Use Only

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This policy is designed as a guideline and source of advice for parents, students and staff at Manchester Academy to ensure that when any form of bullying occurs it can be dealt with effectively and with sensitivity.

Rationale

Manchester Academy is completely opposed to bullying and will not tolerate it. We strive to make our school a safe and supportive environment. Bullying is completely opposed to the values and principles we hold dear at Manchester Academy.

Manchester Academy is a safe, friendly and caring school and we are fully committed to ensure all our young people feel safe, happy and supported. All stakeholders of our school community have a right to work in such an environment. They also have a responsibility to contribute to such an environment by challenging bullying whenever and in whichever form it may be witnessed.

While instances of bullying are rare we recognise that there needs to be a clear system in place to deal with such instances when they do occur.

Mission Statement

We the stakeholders of Manchester Academy will always actively promote positive relationships between all members of our school community. We pride ourselves on the fact that our school community is made up of a deeply diverse learner profile in which all our young people are nurtured and supported to achieve their academic potential whilst becoming young citizens that make a valuable contribution to modern day Britain and society as a whole. We will endeavour to consult with students and staff primarily to further develop this policy so that bullying can be eradicated.

Principles of this Policy

- Every student has a right to learn free from intimidation and fear.
- The needs of the victim are of utmost importance and each case will be dealt with sensitively to ensure a swift resolution.
- All students should feel empowered to be able to stand up to bullying in whichever form it may present itself.
- Bullied pupils will be listened to.
- Reported incidents will be taken seriously and thoroughly investigated.

Definition

Bullying is usually, though not exclusively, repeated behaviour or an act of aggression which is intended to hurt or frighten the victim physically or emotionally. It can be aimed at certain groups or individuals because of their race, gender or sexual orientation. At Manchester Academy we are aware that sometimes students can have disagreements without being involved in any bullying behaviour. For the purposes of this policy bullying usually has the following three things in common:

- It is deliberately intended to hurt the victim
- It is usually repeated over time



- It is difficult for those being bullied to defend themselves

Forms of Bullying

Below are some of the more common forms of bullying that may occur in a modern day setting. It is important to remember that in the technological age some bullying may occur outside of the school setting via various social media.

At Manchester Academy we actively discourage students from settings up social media accounts as many of these applications have a minimum age of 14 or 16. Parents are also reminded of this condition. However, this does not imply that if a student has been the victim of any on line bullying that we will not deal with this swiftly and effectively. Staff and students should be vigilant and report any instances of the following:

- Physical violence such as hitting or pushing another student.
- Interfering with another student's belongings.
- Using offensive names to or about another student.
- Teasing or spreading rumours about another student.
- Belittling another pupil's abilities and achievements.
- Writing offensive comments about another student on a form of social media.
- Excluding another student from a group activity.
- Ridiculing another pupil's appearance, way of speaking or personal mannerisms.
- Abusing technology (cyber bullying) to hurt or humiliate another student.

Reasons for Challenging Bullying

- Bullying makes the victim feel unhappy and/or unsafe. It can often result in loss of confidence or injury.
- Students who are victims of bullying can have poor attendance as a result of bullying and this will have a negative impact upon student outcomes.
- If bullying is not dealt with appropriately the victim will feel let down and ignored.
- All stakeholders need assurances that we take bullying issues seriously and will always protect our students from this type of behaviour.

Participation and Consultation Process

For any Anti Bullying Policy to be effective it should be developed in collaboration with students, staff and parents. There will be regular student council meetings where bullying may be on the agenda and full minutes sent to all members of SLT. If any bullying concerns arise these will be acted upon immediately and student voice will be listened to. In addition to these meetings there are regular Parent Forum meetings at which parents are invited to attend and share their views.

For the academic year 2016 – 2017 we aim to elect and train anti bullying representatives from within our own student and staff body. In addition to the above at Manchester Academy we are proud of promoting the following throughout the academic year:

- Awareness raising programmes (Anti Bullying Workshops for Key Stage 3)

- Annual whole school participation in Anti Bullying week to recognise and remind ourselves of the signs and effects of bullying.
- Using PSHE and CV lessons to explore the effects of bullying and eradicate it from our school.

Responsibilities of all Stakeholders

Staff

Our staff will:

- Never ignore reports or incidents of bullying.
- Like all behaviour matters the first step should be to ensure that a student is in no immediate danger.
- Where possible the person who has taken the report of bullying will work together with all parties to ensure a satisfactory resolution is sought for the alleged victim. It is recognised that in some cases it may not be best placed for the staff member who has witnessed the incident to investigate but to report to a Pastoral Support worker, Year Director or other adult that has close links with the student and is best placed to resolve.
- The member of staff investigating the incident should discuss with the victim in detail and record all their concerns via a Witness Statement. Depending on the severity or frequency of the incident the parents of both victim and perpetrator/s may be informed and any planned sanctions discussed.
- Where possible the member of staff will facilitate a restorative justice process with all parties. It will be reinforced that bullying is not tolerated and consequences of further incidents will be outlined.
- Demonstrate by example the high standards of personal and social behaviour we expect of all our students.
- Discuss bullying with all classes, so that every student is aware of the potential damage it may cause the victim.
- Be alert to signs of bullying.
- Listen to students who have been bullied, take what they say seriously and report to appropriate staff member to ensure it is dealt with if unable to resolve themselves.
- Where unable to deal with themselves, record full incident of suspected cases of bullying on SIMS under the appropriate heading and mark as SLT or YD Intervention required.
- Follow up any complaint by a parent about bullying, and report back promptly and fully on the action which has been taken.
- Act promptly upon any issues reported either verbally or via the online reporting system ensuring that student are spoken to swiftly and that full statements are taken and outcomes logged in Central Anti Bullying File for future reference.

Where bullying persists after sanctions have been imposed further and more serious sanctions will then be discussed. Fixed term Exclusion or Permanent Exclusion may be resorted to in serious or persistent cases.



Students

We expect our students to:

- Not act in any way that can hurt or harm a fellow member of our school community.
- Intervene to protect the pupil who is being bullied, unless it is unsafe to do so.
- Report to a member of staff any instances of bullying. This can be done verbally or by online reporting system to Year Director. This link can be found on the Student Portal.

Anyone who becomes the target of bullies should:

- Not suffer in silence, but feel empowered to tell a member of staff, fellow student or family member so that the bullying can be stopped immediately and to their satisfaction.

Parents

We ask our parents to support their children and the school by:

- 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 a member of staff.
- 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;
- Informing a member of staff if they suspect their child is either a victim or perpetrator of bullying.
- Informing the school of any suspected bullying, even if their children are not involved;
- Co-operating with the school fully if their child is accused of bullying in order to bring about a swift and satisfactory resolution.

All Stakeholders

Everyone should:

- Work together to combat to eradicate bullying.

Expected Outcomes from Reported Bullying

Where an incident of bullying has occurred the following will be expected:

- The bully will be expected to apologise and become aware of the effect of their behaviour on the victim.
- Wherever possible students will be reconciled
- A log will be kept of the incident and will be monitored after the incident to ensure there is not further repetition.
- Proven cases of bullying will be kept in Central Bullying file. This data will be used to monitor the frequency and type of incident so that this policy may be amended accordingly.



Continous Professional Development of Staff

We will aim to ensure that bullying is a key feature of INSET sessions so that staff are constantly reminded of signs to look out for and can be proactive in the tackling and eradication of bullying in all forms.

Monitoring and Review

This policy will be updated and reviewed on an annual basis or as appropriate with consultation of stakeholders.

Signature

Date

