MAT Preventing Bullying Guidance

Unity Academy

Next review date:	**December 2026**

Associated documentation	**MAT Behaviour Policy** **MAT Suspension and Exclusion Policy**

Unity Academy

Preventing Bullying Guidance

1. Rationale

At Unity Academy, we believe that bullying is undesirable and unacceptable.

- Bullying is a problem to which solutions can be found;
- Seeking help and openness are regarded as signs of strength not weakness;
- All members of our community will be listened to and taken seriously;
- Everyone has the right to enjoy and achieve in an atmosphere that is free from fear. All of us have a responsibility to ensure that we do not abuse or bully others;
- Children and young people should talk to an adult if they are worried about bullying and have a right to expect that their concerns will be listened to and treated seriously;
- Children and young people should be involved in decision making about matters that concern them;
- We all have a duty to work together to protect vulnerable individuals from bullying and other forms of abuse;
- We believe in tackling bullying by encouraging an environment where individuality is celebrated and individuals can develop without fear.

2. Review of Guidance

This guidance will be reviewed after 2 years. It may also be reviewed and amended, in consultation with all stakeholders, in the light of events or experience. The stakeholders of this policy are children, staff, parents and carers, trustees and people from other organisations involved with the life of Unity Academy. Data from the monitoring and recording of incidents (including 'nil' returns) will also inform guidance review.

3. Definition of Terms

What is Bullying? Through the consultation process, Unity Academy's understanding of bullying is as follows: **"Behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally."**

4. Aims and Objectives

The aim of our preventing bullying guidance is:

- To assist in creating an ethos in which attending Unity Academy is a positive experience for all members of our community;
- To make it clear that all forms of bullying are unacceptable at Unity Academy;
- To enable everyone to feel safe while at Unity Academy and encourage pupils to report incidents of bullying;
- To deal with each incident of bullying as effectively as possible, taking into consideration the needs of all parties and of our community and, as a result, to reduce the incidents of bullying;
- To support and protect victims of bullying and ensure they are listened to;
- To help and support children displaying bullying behaviour to change their attitudes and understand why it needs to change;
- To liaise with parents and other appropriate members of the school community;
- To ensure all members of our community feel responsible for helping to reduce bullying.

The objective of our preventing bullying guidance is:

To ensure our whole community can evidence ownership of the school's preventing bullying policy;

- To maintain and develop effective listening systems for children and staff within Unity Academy;
- To involve all staff in dealing with incidents of bullying effectively and promptly;
- To equip all staff with the skills and information necessary to deal with incidents of bullying;
- To involve the wider school community (e.g. midday supervisors, part-time staff/volunteers) in dealing effectively with and, if necessary, referring bullying incidents;
- To communicate with parents and the wider school community effectively on the subject of bullying;
- To acknowledge the key role of every staff member in dealing with incidents of bullying;
- To ensure that all incidents of bullying are recorded and appropriate use is made of the information, where appropriate sharing it with relevant organisations;
- To promote emotional health and wellbeing across the whole school and for all members of our community to role-model this in all situations.

5. Practice and Procedures

What we do to prevent bullying:

Everyone involved in the life of the school must take responsibility for promoting a common preventing bullying approach. They must be supportive of each other, provide positive role models, convey a clear understanding that we disapprove of unacceptable behaviour, be clear that we all follow the ground-rules of Unity Academy and support each other in the implementation of this policy. All members of the school community are expected to report incidents of bullying. All Staff have a vital role to play as they are at the forefront of behaviour management and support children's sense of well-being. They have the closest knowledge of the children in their care, and should build up a relationship involving mutual support, trust and respect.

Staff have agreed to:

- Provide children with a framework of behaviour including rules which support the whole school policy;
- Emphasise and behave in a respectful and caring manner to children and colleagues, to set a good tone and help create a positive atmosphere;
- Raise awareness of bullying through activities, stories, role-play, discussion, peer support, school council, PSHE etc;
- Provide a key staff member who is responsible for the monitoring of the policy

Through the development and implementation of this guidance, Unity Academy trusts that all children, parents/carers and staff will:

- Feel confident that everything is being done to make Unity Academy a safe and secure environment;
- Know who can be contacted if they have any concerns about bullying;
- Feel supported in reporting incidents of bullying;
- Be reassured that action regarding bullying will take place.

Reacting to a specific incident

Recording

- All incidents will be recorded by the school on the appropriate paperwork.
- A senior member of staff will take responsibility for ensuring that the incident is properly recorded and that the record is updated as necessary throughout an investigation.
- Parents/carers of all children involved will be informed of what has happened, and how it has been dealt with.
- All discussions and actions relating to the incident/investigation will be documented and added to the incident log.

Dealing with an Incident

Whenever a bullying incident is discovered, the school will go through a number of steps. The exact nature of each step will be adapted to suit the nature and severity of the incident, and the response of those involved.

i) The school community need to be made aware that, when a bullying incident has come to the attention of adults in the school, it has been taken seriously and action has resulted. School expects to support all involved by:
   - Talking the incident through with all parties involved;
   - Supporting the person who has been bullied to express their feelings;
   - Supporting the person displaying the bullying behaviour to express their feelings; • Discussing which rule(s) have been broken;
   - Discussing strategies for making amends.

ii) Measures will be in line with the school's behaviour policy, and may include:
   - Explanation why the inappropriate behaviour is unacceptable;
   - Reparation of damaged relationships;
   - Time away from an activity;
   - Meeting with staff, parent/carer and child;
   - Missing another activity;
   - Formal letter home from the senior staff member/head of school/headteacher expressing concerns;
   - Time out from the classroom;
   - Pastoral Support Plan;
   - Suspension or permanent exclusion.

iii) Safeguarding procedures will be followed when child protection concerns arise.