

Anti-Bullying Procedure

All staff at Priory School are aware of the issue of bullying and the need to apply the School's Policy when episodes of bullying are witnessed or reported. Staff are expected to constantly reinforce the message to students that bullying is unacceptable and will take positive action to prevent and control it.

Implementation

1. Bullying is reported by a member of staff who logs the details of the incident on SIMS, using either hate incident, anti social behaviour or bullying as the description of the incident. Details of the procedure for logging can be found on Intranet/ Reference Documents/Behaviour Management. If bullying is reported by a parent or student the House Assistant completes log.
2. House Assistants monitor patterns of logs, and where a pattern of minor incidents occurs, will complete a bullying log.
3. House Assistant informs tutor / Assistant Headteacher in charge of House/ parents.
4. Appropriate action is selected from the range of responses outlined below.
5. House Assistant to liaise with colleagues and the students to monitor the case.
6. House Assistant to meet with the victim to a) decide further strategies or b) to close the case.
7. Tutor to monitor that victim continues to feel secure.

Responses for the Victim

- prompt action to stop the incident and secure the child's safety
- positive reinforcement that reporting the incident was the correct thing to do
- reassurance that the victim is not responsible for the behaviour of the bully
- strategies to prevent further incidents
- sympathy or empathy
- counselling
- befriending, peer monitoring, support group
- extra supervision/monitoring
- safe haven at vulnerable times of the day
- informing /involving parents/carers
- in cases of cyber / online bullying, made aware of support available

Responses for the Bully

- prompt action to stop an incident of bullying in progress
- identification of bullying behaviour, warning messages that their behaviour is a breach of school rules and is unacceptable
- loss of break/lunchtime privileges
- detentions
- daily report
- behaviour contract
- removal from class/group

- internal exclusion
- exclusion from sports or out of school activities (if not essential part of curriculum)
- parents/carers informed, invited into school
- fixed term exclusions
- permanent exclusion
- police informed

Support for the Bully

- prompt contact with parent/carer
- daily report to support attempts at behaviour moderation
- monitoring by Tutor/House Assistant/Assistant Headteacher in charge of House
- access to Connexions Service
- access to School Counsellor
- referral to appropriate external agency.