

# Treasure House (London) CIC

## Anti-Bullying Policy



<b>Approved by:</b>	Naomi Long Srikotriam, Director	<b>Date:</b> 19 Nov 2018
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# THLCIC – Anti-Bullying Policy



Treasure House (London) CIC offers a holistic and therapeutic setting to small number of vulnerable non-school attenders, and as such, is completely opposed to bullying in any form and will not tolerate such behaviour. All members of the school community have a right to work in a secure and caring environment. They also have a responsibility to contribute, in whatever way they can, to the protection and maintenance of such an environment.

## 1. Mission Statement

Treasure House (London) CIC is committed to promoting positive relationships between all members of its community. We believe that: -

- Students have a right to learn without fear of intimidation and ridicule
- All reported incidents will be taken seriously and thoroughly investigated
- Victims will be listened to and action taken to remedy the situation
- Bullies will be dealt with appropriately depending on the nature of the act
- Some students are more likely to have been the target of bullying in the past due to the attitude that young people have towards those who are different from themselves
- Children with SEND can often lack the social or communication to report such incidents so it is important that staff are alert to the potential bullying that individuals face whether in school or outside

## 2. What is Bullying?

Bullying is any act which causes embarrassment, pain or discomfort to someone. It is an abuse of power. It can be planned and organised or it may be unintentional. It may be perpetrated by groups or individuals. Examples of bullying behaviour are:-

- Physical violence – pushing, hitting, kicking, pinching
- Interfering with another student's property, by stealing, hiding or damaging it
- Using offensive names when addressing or referring to another student
- Teasing or spreading rumours about another student
- Belittling another student
- Writing offensive notes or graffiti about another student
- Excluding a student from a group activity
- Ridiculing another person's appearance, way of speaking or personal mannerisms
- Misusing technology
- Discriminating against anyone because of gender, age, appearance, disability, nationality, ethnicity, culture or religion

This policy is linked with our Behaviour Policy, Equal Opportunities Policy, Safeguarding Policy and e-Safety Policy.

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## Responsibilities of all stakeholders

### 3. Responsibilities of Staff

Our staff will: -

- Foster self-esteem, self-respect and respect for others
- Demonstrate at all times the high standards of personal and social behaviour we expect of our students
- Discuss issues relating to bullying openly with all students so that they learn about the damage it causes
- Encourage students to tell a member of staff if they feel they are being bullied and consult that child on what action will be taken so as to recognize individual needs
- Be aware of any behaviour which might indicate that bullying is happening
- Listen to any student who feels that s/he is being bullied, take them seriously and act to support and protect them
- Follow up any complaint by a parent about bullying and report back promptly and fully when action has been taken
- Support any young person that has been bullied to access the help and support they need to deal with any trauma alongside learning skills, such as assertiveness, to ensure bullying doesn't occur for them again.
- Deal with instances of observed bullying promptly and effectively, in accordance with the Behaviour Policy
- Take action if incidents of bullying that happen outside of school premises are reported to them, however, any sanctions may only be applied on school premises or when the student is under lawful control of school staff, eg. on a school trip
- Be particularly mindful of what constitute peer on peer safeguarding concerns and report this and any other incidents of concern to the Designated Safeguarding Lead(s)

The headteachers may decide to discipline pupils, in line with the Treasure House (London) CIC Behaviour Policy, for misbehaving outside the school premises. Parents will be expected to respect the Department for Education guidance on taking action in this case.

### 4. Responsibilities of Students

Our students will:

- Refrain from becoming involved in any kind of bullying, even at the risk of making themselves unpopular
- Work with members of staff to find positive and effective ways to deal with bullying
- Intervene to protect any student who is being bullied unless it would be unsafe to do so
- Report to a member of staff any witness or suspected instances of bullying as soon as they are able to do so, and to dispel any climate of secrecy, thus helping to prevent any other instances.
- Never choose violence as a way retaliating against bullying behaviour

Anyone who finds themselves victims of bullying should never be afraid to speak out and put an end to their own suffering and that of other potential targets.

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## 5. The Responsibilities of Parents

We ask our parents to support their children by; -

- Watching for any signs of distress or unusual behaviour in their children, which might be evidence of bullying
- Advising their children to report bullying to staff at Treasure House and discussing the implications of bullying being allowed to continue
- Advising their children against any violent retaliation in response to bullying
- Keep a written record of any reported instances of bullying
- Informing the directors of Treasure House of any suspected bullying
- Co-operating with the management of Treasure House in trying to find out the truth, if their children are accused of bullying, and supporting the management of Treasure House in discussing the implications of bullying for both the victim and perpetrator.

## 6. Procedures for dealing with any incidences of bullying behaviour

It is important to Treasure House that we address any issues of bullying behaviour as much with the victim as with the perpetrator.

We believe that all of our students, by virtue of their vulnerability need to develop strategies for dealing with bullying behaviour. We are committed to working on an ongoing basis to develop our students' self-esteem, sense of personal effectiveness and as viable citizens.

In accordance with our Behaviour Policy, any reported incident will be investigated thoroughly.

- Should an exclusion be necessary, parents will be informed, both by letter and verbally, that this needs to happen and why
- Statements will be taken from all students involved to ascertain the truth of the matter
- Appropriate sanctions will be applied in order to ensure that the perpetrator understands the seriousness of the incident/s (see our behaviour policy).
- Appropriate steps will be taken to ensure that the victim feels that the matter has been dealt with and that they are able to go about their daily tasks without further fear of bullying.

Any concerns will trigger a whole-school session on how to deal with bullying and what can be done to improve the safety and wellbeing of students. We recognise that young people who have bullied others may have themselves been bullied and our students must support them to find alternative ways of dealing with their feelings. We also offer assertiveness training for our students, in order to combat aggression.

### Electronic devices

When a student is suspected of having data on an electronic device which constitutes bullying, the electronic device, such as a mobile phone, may be seized by a member of staff. This should be formally authorized by the headteacher and, where possible, it should be the headteacher who seized the device. There is no need for the school to have parental consent for this, but the headteachers may decide to warn the parents

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that this may happen. The headteachers have the right to examine data or files and delete these where there is good reason to do so. Any device found to have data which is prohibited by law may be passed to the police on request.

## **Bullying is a Safeguarding Issue**

Any instances of bullying behavior constitute a threat to the wellbeing of the young people involved and should be written up on a concern form, as outlined in our safeguarding policy.

## **7. Continuous Development of Staff**

Regular training will be offered to all staff regarding this policy, at INSET day.