

ANTI-BULLYING, CYBER BULLYING & E-SAFETY/ACCEPTABLE USE POLICY

October 2017

Harrison Allen aims to provide a caring, friendly and safe environment for all staff, tutors, and students. This is dependent on maintaining high standards of behaviour, care and control so that all our students have the right to enjoy learning free from intimidation. Our students are always treated fairly, and with respect and dignity. If bullying does occur, all students should be able to tell and know that incidents will be dealt with promptly and effectively.

Bullying deprives people of the right to make progress and to achieve their full potential. Specifically, it deprives students of the right to an education within a safe, secure and positive environment. We will not tolerate bullying of any kind.

In line with our **Behaviour and Attendance Policy** we aim to

- create a harmonious and effective working environment for tutors and students.
- set the boundaries of acceptable behaviour.
- provide orderly conditions in which students can learn to give their best.
- ensure the safety of students, tutors and office staff.

Staff Responsibilities

In order to achieve our aims for good behaviour and discipline at Harrison Allen the teaching and non-teaching staff

- keep rules to a minimum and ensure they are relevant.
- recognise the importance of maintaining good relations between tutors and students and a creative approach to teaching
- be alert to bullying, sexist behaviour and racial harassment.
- ensure that good behaviour/work is celebrated and a balance is maintained between positive and negative behaviour management.

Definition of Bullying

Bullying is identified as the systematic abuse of power by one person or a group of people over another person or group, which is deliberately intended to hurt, threaten or frighten another person or group of people. It is usually unprovoked and is often repeated and can continue for a long period of time.

- Bullying can include a wide range of behaviour. This may include:

- Physically aggression: hitting, kicking, pushing, taking or damaging belongings;
 - Verbal: name calling, mocking of accents, sarcasm, nasty teasing or spreading rumours
 - Racial: racist taunts, graffiti or gestures.
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- Emotional: deliberately leaving someone out, tormenting (e.g. hiding books, threatening gestures) or ignoring someone
 - Non-verbal: 'dirty' looks, gestures or staring

Children may have occasional disagreements with each other. This kind of behaviour is not bullying, but will also be taken very seriously.

Why it is important to respond to bullying

Bullying hurts. No one deserves to be a victim of bullying. Everyone has the right to be treated with respect. Anyone who is bullying needs to learn different ways of behaving.

We have a responsibility to respond promptly and effectively to issues of bullying.

An Anti-Bullying Ethos

We aim to uphold an anti-bullying ethos in our teaching rooms, in the students' homes and in other venues/community centres where our students are taught.

All tutors and students should be made aware of the nature of bullying and our policy on dealing with bullying.

Procedures for Investigating & Dealing With Bullying

REMEMBER THE THREE R'S - RECORD, REPORT & REFER

All allegations of bullying will be investigated thoroughly and sensitively. Tutors will take a calm, unemotional problem-solving approach when dealing with incidents of bullying behaviour reported by children, staff or parents. In any incident of bullying, the teacher will speak separately to the students involved, in an attempt to get both sides of the story. All interviews will be conducted with due regard to the rights of the students concerned. It is important to reassure children that the bullying will not get worse as a result of it being reported and it is important that the victim is not made to feel bad about reporting an incident.

If a tutor experiences bullying this should be reported to the office immediately. Intimidating behaviour on the premises will not be tolerated in any form.

When analysing incidents of bullying behaviour, we will seek answers to questions of what, when, who and why, in a calm manner, setting an example in dealing effectively with the conflict in a non-aggressive manner.

Incidents of one-off aggression will be dealt with according to the school's behaviour management policy. If it is concluded that a student has been engaged in bullying behaviour, it will be made clear to them to see the situation from the victim's point of view.

Children should be encouraged to report incidents of bullying in writing if they initially do not wish to talk directly to an adult. Tutors and or office staff will ensure that these concerns are dealt with appropriately.

Cyber Bullying, E-Safety/Acceptable Use policy

Many children and young people now own a mobile phone and have regular access to a computer, which has given rise to a new form of bullying, cyber-bullying. It is becoming increasingly more prevalent and it is important that we protect children from this form of harassment.

Cyber bullying is bullying using technology eg prank calls, sending nasty text messages and posting on hate sites, forwarding hateful emails and sending around humiliating emails. This might involve social media and messaging services on the internet, accessed on a mobile phone, tablet or gaming platform. The behaviour is usually repeated.

Like any form of bullying, cyberbullying can be horrible for the children involved and hard for them to talk about. Cyberbullying can happen via text, email and on social networks and gaming platforms.

It can consist of:

- Threats and intimidation
- Harassment and stalking
- Defamation
- Rejection and exclusion
- Identify theft, hacking into social media accounts and impersonation
- Publically posting or sending on personal information about another person
- Manipulation

Types of Cyber bullying:

Trolling eg a third party may send nasty messages to a site aimed at a family who have just had a bereavement

Fraping Virtual Facebook rape

Sexting Text messages with sexual content

Snap chat A nasty message is sent then immediately deleted leaving no evidence

Ratting Bullying via a webcam

E-Safety Procedure

Harrison Allen students have access to the office laptop during lessons ONLY and always under the supervision of a tutor. Mobile phones are required to be switched off during lessons.

Tutors do not give their phone numbers or e-mail addresses to students (only to the parents/carers who need those details to make arrangements and to receive homework if needed).

Cyber bullying incidents should be evidenced which helps in the resolution of these incidents.

All bullying situations are pursued and resolved until everyone involved in the incident feels comfortable and able to continue their learning happily.

POLICIES CROSS REFERENCE

As stated in our **Equality, Diversity and Non-discrimination Policy**, when delivering tuition we take into account different learning styles, linguistic needs and cultural backgrounds. It is essential that all those who work with students have a good understanding of how racism can harm children and have the ability to recognise and deal with it.

SEND Code of Practice

As from 1 April 2015:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/398815/SEND_Code_of_Practice_January_2015.pdf