



Anti-Bullying Policy

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WOOD GREEN SCHOOL ANTI-BULLYING POLICY

EVERYONE in the Wood Green community has the right to feel safe and secure at school.

EVERYONE shares responsibility for helping to prevent bullying.

Bullying is repeated and unwanted incidents of harassment, verbal or physical, which have the deliberate intention of hurting or frightening another person or persons.

Bullying is not tolerated or ignored at our school.

Students

If you feel that you are being bullied, don't suffer in silence. This will not solve the problem and it may well get worse if you don't let someone know.

What kind of behaviours are not acceptable?

Racism
Sexism
Persecution surrounding sexuality
Exclusion
Comments about religion
Comments about appearance
Physical harassment or aggression
Name – calling
Cyber bullying
Invasion of privacy
Comments about performance in school/ music/ sport etc
Sexual harassment
Making false accusations against others
Spreading rumours or gossiping

Who can you tell if you are being bullied?

- **A friend** – they can look out for you and offer support or let a member of staff know.
- **An older student** – they may be someone you know who will be able to speak to a member of staff for you.

- **Form tutor/Head of Learning Community** – they may know you best and have a duty to report the issue and deal with it.
- **Another member of staff** – this may be a teacher or learning support assistant you trust.
- **A family member** – they can help you decide what to do next or talk to teachers for you.
- **Other agencies** – look out for the websites of bullying support groups like <http://www.bullying.co.uk/>; **ChildLine (Freephone 0800 44 1111)** or <http://www.childline.org.uk/>; <http://www.antibullying.net>
- **Drop a note into the anti-bullying box in L0** – this will be emptied daily and action will be taken to support you
- **Email your concern to** AntiBullying@wgswitney.org.uk This will be emptied daily and action will be taken to support you

If you feel these people are not listening, be persistent – go back to them or try another person.

Who should you tell if you feel a teacher is bullying you?

It does not matter who the person is who is making you feel upset. The behaviour needs to stop!

- **A friend** – they can look out for you and offer support or let a member of staff know.
- **An older student** – they may be someone you know who will be able to speak to a member of staff for you.
- **Form tutor/Head of Learning Community** – they may know you best and have a duty to report the issue and deal with it.
- **Another member of staff** – this may be a teacher or learning support assistant you trust.
- **A family member** – they can help you decide what to do next or talk to teachers for you.
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What else can you do if you are being bullied?

- Keep a diary of what is happening, when it happens, where it happens and who has witnessed it.
- Keep attending school, don't give into demands and don't hit back. Violence will not help.

- Write down what is happening and hand it in to the someone you trust – your tutor, another teacher, you Head of Learning Community
- Don't let the bullies see they are beating you. Keep seeing your friends and doing your own things. We know this may be difficult but it is so important if we want to stamp out bullying. School can give you tips on how to do this – so can your friends!
- Don't give up. Sometimes bullying doesn't stop straight away after being dealt with. Let people know if it doesn't.

What should you do if you know that someone is being bullied?

- Let someone know so they can help. Who? How?
- Speak to the person being bullied and offer them some support. They may feel very lonely.
- Be honest about what you see and stand up for what you think is right
- **Drop a note into the anti-bullying box in L0 – this will be emptied by a student support worker daily and action will be taken to support you.**
- **Email your concern to AntiBullying@wgsuitney.org.uk This will be emptied daily and action will be taken to support you**

Teachers

Teachers will do the following things to help make Wood Green a safe and secure school:

- Be punctual, thorough and reliable in our duty of supervision. This applies to lessons, break and lunchtime.
- Take reports of bullying seriously and listen to what students say.
- Log incidents on PARS to enable HoLC to pick up incidents quickly
- HoLC will investigate incidents thoroughly and take appropriate action. This will involve looking at possible patterns of bullying behaviour
- Be available to speak to students at a later date to find out if things have improved.

How will bullying be monitored?

- Adults record incident on PARS
- Heads of Learning Community check PARS records daily

- On receipt of a bullying referral, the HoLC will ask a Student Support worker to meet with the student and find out more about what is happening.
- With the Student Support worker the incident will be investigated and statements taken from all involved
- Action will be taken as required
- HoLC will review the bullying log each time a referral is made to look for patterns of behaviour
- The bullying log will be reviewed at least once a term to identify patterns and implement action against the bullies

What will happen to bullies?

The incident will always be recorded onto PARS. From that information the Head of Learning Community will judge the level of intervention

- **Stage One: formal verbal warning, log on PARS, parental contact, sanction e.g. D1 (20 minutes)**
- **Stage Two: first formal written warning, log on PARS, parental contact, sanction e.g. D2 (one hour)**
- **Stage Three: second formal written warning, log on PARS, parental contact, sanction e.g. D3 (90 minutes)**

Beyond Stage 3, your Head of Learning Community will consult with the Director of Learning Communities. As the first three stages may not have been successful in addressing the behaviour, internal or external exclusions may follow.

Each stage and incident will be recorded by the Head of Learning Community. At each referral HoLC will look at any previous records of bullying and act accordingly. In serious incidents, some stages may be missed out.

WOOD GREEN SCHOOL – CODE OF CONDUCT

“Expectations for all”

- ✓ We will care for others
 - I will be polite and considerate of others.
 - I will not fight, push or shout.
 - I will walk around the school sensibly.
- ✓ We will respect others and their right to learn.
 - I will follow instructions without inappropriate question or comment.
 - I will allow others to work without interruption.
 - I will listen without interruption.
 - I will use appropriate language at all times.
- ✓ We will be properly prepared.
 - I will be fully equipped for learning.
 - I will arrive promptly for lessons.
 - I will follow the school’s dress code.
- ✓ We will take care of our environment.
 - I will put my litter in a bin.
 - I eat in the designated areas.
 - I will not chew in lessons.
 - I will not damage school material.
- ✓ We will always do our best
 - I will complete classwork and homework as requested and to the best of my ability
 - I will hand homework in on time.
 - I will attend all lessons.

I agree to support the anti-bullying policy at Wood Green School

Name: Form:

Signature: