



Plymouth High School for Girls

“For life, not school, we learn”

POLICY: Anti-bullying Policy (Students)

SLT LINK MEMBER: Simon Underdown

This policy was adopted/updated: **Updated April 2023**

This policy will be reviewed: April 2025

Statutory Policy: NO

Source: School

PLYMOUTH HIGH SCHOOL FOR GIRLS ANTI-BULLYING POLICY

PRINCIPLES

At *Plymouth High School for Girls* we believe that we are a close and supportive community in which every individual is valued. Each person is encouraged to look out for one another and play their part in maintaining the positive relationships the school prides itself on.

Plymouth High School for Girls believes that no person should feel themselves to be the victim of bullying or harassment and that any person who has such concerns has the right to be heard and for all of their concerns to be taken seriously and to have any necessary action taken.

We feel the definition of bullying is *the intentional, repetitive or persistent hurting of one person by another, either mentally or physically, whether this be directly or through other means such as cyber bullying* (see Appendix). Any person who feels that they are being abused in this way has the right to seek support, guidance, or intervention. Any person who witnesses bullying has the responsibility to report the incident as we all have a role to play in maintaining the close relationships in the school.

Staff will report any bullying concerns, but bullying is often hidden and challenging to spot. We strive to build a culture where students can feel safe to report instances of bullying and be safeguarded.

INTRODUCTION

- i) This policy has been developed in accordance with the principles established by the;

Legislation

- Children Act 1989
- Children Act 2004
- Safeguarding vulnerable groups Act 2006
- Protection of Freedoms Act 2012
- Children and Families Act 2014
- Education Act 2002
- Adoption and Children's Act 2002
- Female Genital Mutilation Act 2003
- Sexual Offences Act 2003
- Children and Adoption Act 2006
- The Education and Inspections Act 2006
- Children and Young Persons Act 2008
- Border, Citizenship and Immigration Act 2009
- Apprenticeship, Skills Children and Learning Act 2009
- The Equality Act 2010
- Education Act 2011

Policy and Guidance

- Working Together to safeguard children 2015
- Keeping Children Safe in education 2015
- Plymouth Safeguarding Children Board – Policies and Guidance:
- <http://www.plymouth.gov.uk/localsafeguardingchildrenboard/>

- ii) The Governing body takes seriously its responsibility to ensure no person is the victim of bullying or harassment within these premises.
- iii) We recognise that all staff, governors, parents and students have a full and active part to play in protecting all persons from bullying.
- iv) All staff, governors, parents and students believe that our school should provide a caring, positive, safe and stimulating environment that promotes the social, physical, and moral development of each person.
- v) Under the Education Act of 2010 we are committed to preventing and responding effectively to the bullying of protected and vulnerable groups of children including disabled children, children with SEN, those who are or perceived to be LGBTQ+, Race and Religion targeted, young carers, looked after children, appearance targeted and sexist and sexual bullying.
- vi) We recognise that bullying can be both short term and long term, and we will, therefore, undertake to provide continuing support to a person for whom persistent bullying is perceived to be a problem.
- vii) We recognise that bullying can happen on the way to school and on the way home and we encourage students to come forward if they witness or suffer bullying at these times.

AIMS

The aims of this policy are:

- To encourage tolerance and understanding within our community.
- To promote respect across the whole community.
- To clarify the role and responsibilities of the Designated Person.
- To explain how to proceed if any bullying issues arise.
- To explain how these issues will be dealt with.

PROCEDURES

- i) If you feel you are being bullied (or someone you know is being bullied) by anyone in our school, you must TELL SOMEONE
- ii) In the first instance this will normally be your tutor but may be another adult if you feel this more appropriate (see below).
- iii) Your tutor (or other adult) will talk with you and judge what action to take. In many cases they will deal with the issues themselves talking to the alleged bullies and parents as appropriate. The incident will be recorded in the 'bullying log'. In more sensitive cases the tutor or teacher will refer the incident on as described below.

- iv) As requested by Student Voice we have a Designated Person (known as the Anti-Bullying Co-ordinator) who is responsible for and will co-ordinate all matters relating to bullying that impact upon a student's learning and wellbeing within School.
- v) The name of the Co-ordinator is publicised in Assemblies, Newsletters, Pupil Bulletins and Student Planners; students can contact the Co-ordinator through the following methods:

◆ Email C.Crouch@phsg.tsat.org.uk (Please cc your tutor and HOY)

- vi) The Co-ordinator, HoY and/or Tutor will guarantee privacy for the individual raising the concern and ensure issues raised are handled sensitively and discreetly.
- vii) The Co-ordinator will undertake to investigate all incidents of bullying thoroughly and report back to the person raising the concern, and if necessary, refer the matter to another agency.
- viii) In the absence of the Anti-Bullying Co-ordinator, the school's Child Protection officer or Head of Key Stage will fulfil the role.
- ix) An attempt will be made to help the bully(ies) change their behaviour.
- x) The bully(ies) will be encouraged to apologise, but the co-ordinator, in consultation with senior staff, will decide what other consequences will follow in any given situation. In serious cases, the Headteacher will consider isolation, suspension or even exclusion for the bully(ies).

RESPONSIBILITIES

- i) The Co-ordinator will act as a focal point for students, staff, parents and governors on the subject of bullying within these premises.
- ii) The Co-ordinator will keep a record of all such concerns and investigations and will ensure all records are kept confidential and secure.
- iii) The Co-ordinator will liaise with Senior Leadership and Heads of Year on the matter of bullying in the school.

Sanctions

It is the role of the Tutor or the Heads of Year to investigate any alleged incidents of bullying and if they deem it to be a bullying issue, they will refer it onto the Anti-bullying co-ordinator, Ms. Crouch.

Incident	Low level	Low Level	Moderate level	High level
Bullying, including cyber bullying.	1st incident <ul style="list-style-type: none"> Warning Record on SIMs <p><i>Except in severe cases when it will be moved straight onto sanction for 3rd incident or beyond</i></p>	2nd incident <ul style="list-style-type: none"> Formal warning - parent informed and HOY detention Record on SIMs 	3rd incident <ul style="list-style-type: none"> SLT detention Letter home Record on SIMs 	4th incident <ul style="list-style-type: none"> Isolation – time dependent on severity of case Letter home Restorative justice (can be offered at any stage) Record on SIMs Subsequent incidents <ul style="list-style-type: none"> Fixed term exclusion Interview with parents Record on SIMs / LA records

Use of sanctions will always be at the discretion of the Anti-bullying co-ordinator, the Head of Year and / or a member of SLT as each case must be treated in its own right.

This policy was produced by a working party which included students, teaching staff and support staff. It was written largely by students themselves.



APPENDIX

PLYMOUTH HIGH SCHOOL FOR GIRLS

Anti-Cyber Bullying

Guidance for Parents and Students

PLYMOUTH HIGH SCHOOL FOR GIRLS AIMS TO BEAT BULLYING

VIRTUAL BULLYING

With more and more of us using email and mobile phones, bullying does not have to happen in person.

Silent phone calls or abusive texts or emails can be just as distressing as being bullied face to face.

CYBER BULLYING

This is sending or posting harmful or cruel text or images using the internet or other digital communication devices.



**Bullying, in all its forms, has
no place
in Plymouth High School.**

Text message bullying involves sending unwelcome texts that are threatening or cause discomfort.

Picture/video-clip bullying via mobile phone cameras is used to make the person being bullied feel threatened or embarrassed with images sent to other people.

Phone call bullying via mobile phone uses silent calls or abusive messages. Sometimes the bullied person's phone is stolen and used to harass others, who then think the phone owner is responsible. As with all mobile phone bullying, the perpetrators often disguise their numbers, sometimes using someone else's phone to avoid being identified.



Email bullying uses email to send bullying or threatening messages, often using a pseudonym for anonymity or using someone else's name to pin the blame on them.

Chat room bullying involves sending menacing or upsetting responses to children or young people when they are in a web-based chat room.

Bullying through instant messaging (IM) is an internet-based form of bullying where children and young people are sent unpleasant messages as they conduct real-time conversations online (i.e. Facebook etc.).

Bullying via websites includes the use of defamatory blogs (web logs), personal websites and online personal polling sites. There has also been a significant increase in social networking sites for young people, which can provide new opportunities for cyber bullying.

What can you do as a parent?

- ✚ Don't wait for something to happen before you act. Make sure your child understands how to use these technologies safely and knows about the risks and consequences of misusing them.
- ✚ Make sure they know what to do if they or someone they know are being cyber bullied.
- ✚ Encourage your child to talk to you if they have any problems with cyber bullying. If they do have a problem, contact the school, the mobile network or the Internet Service Provider (ISP) to do something about it.
- ✚ Parental control software can limit who your child sends emails to and who he or she receives them from. It can also block access to some chat rooms.
- ✚ Moderated chat rooms are supervised by trained adults. Your ISP will tell you whether they provide moderated chat services.
- ✚ Make it your business to know what your child is doing online and who your child's online friends are.

It is important that parents and carers ensure that their children are engaged in safe and responsible online behaviour. Some suggestions for parents to stay involved are:

- ✚ Keep the computer in a public place in the house. Periodically check on what your child is doing. Discuss the kinds of internet activities your child enjoys.
- ✚ Be up front with your child that you will periodically investigate the files on the computer, the browser history files, and your child's public online activities.
- ✚ Search for your child's name online, look at his or her profiles and postings on teen community sites, review web pages or blogs.
- ✚ Tell your child that you may review his or her private communication activities if you have reason to believe you will find unsafe or irresponsible behaviour.
- ✚ Watch out for secretive behaviour as you approach the computer such as rapidly switching screens, and for attempts to hide online behaviour such as an empty history file.

What can you do as a student?

If you are being bullied, remember bullying is never your fault. It can be stopped and it can usually be traced.

- 📢 Don't ignore the bullying. Tell someone you trust, such as a teacher or parent, or call an advice line.
- 📢 Try to keep calm. If you are frightened, try to show it as little as possible. Don't get angry, it will only make the person bullying you more likely to continue.

There is plenty of online advice on how to react to cyber bullying.

For example, www.kidscape.org and www.wiredsafety.org have some useful tips:

Text/Video Messaging

- 📱 You can turn off incoming messages for a couple of days.
- 📱 If bullying persists you can change your phone number (ask your mobile service provider).
- 📱 Do not reply to abusive or worrying text messages – your mobile service provider will have a number for you to ring or text to report phone bullying. Visit their website for details.



Email

- ✉️ Never reply to unpleasant or unwanted emails.
- ✉️ Don't accept emails or open files from people you do not know.
- ✉️ Ask an adult to contact the sender's ISP by writing abuse@ and then the host e.g. abuse@hotmail.com.

Web

- 🌐 If the bullying is on the school website, tell a teacher or parent, just as you would if the bullying was face-to-face.

Chat Room and Instant Messaging

- 💻 Never give out your name, address, phone number, school name or password online. It's a good idea to use a nickname. Do not give out photos of yourself either.
- 💻 Do not accept emails or open files from people you do not know.
- 💻 Remember it might not just be people your own age in a chat room.
- 💻 Stick to public areas in chat rooms and get out if you feel uncomfortable.
- 💻 Tell your parents or carers if you feel uncomfortable or worried about anything that happens in a chat room.
- 💻 Think carefully about what you write – don't leave yourself open to bullying.

ALWAYS TELL AN ADULT

Three steps to safety

Respect other people – online and off. Do not spread rumours about people or share their secrets, including phone numbers and passwords.

1. If someone insults you online or by phone, stay calm – and ignore them, but tell someone you trust.
2. 'Do as you would be done by'!

Think how you would feel if you were bullied. You are responsible for your own behaviour – make sure you don't distress other people or cause them to be bullied by someone else.



I was caught doing the right thing.

Why should we report bullying incidents?

Sometimes students do not want to report bullying incidents because they are frightened that this will make the situation worse.

Not reporting a bullying incident allows the bully to continue with their bullying behaviour.

This is not good for the bully, who needs help in order to change their antisocial behaviour, or for those who are the victims or those who witness such events.

If you are being subjected to a sustained level of unpleasantness, which includes any of the behaviours listed, then this should be treated as bullying and be reported to your anti-bullying co-ordinator or Head of Key Stage.

Once you have reported the bullying incident in school:

A member of staff will talk to you the same day and will go and take your statement.

The incident will be logged and your anti-bullying co-ordinator, if they are not already dealing with the incident will be informed.

An investigation will take place. This will usually take the form of your anti-bullying co-ordinator talking separately to the bully/bullies and to any witnesses.

Action will be taken. If appropriate, you and the bully may meet with your anti-bullying co-ordinator to discuss what has happened and to agree a way forward.

Some incidents may warrant intervention of the Police.

Consequences

Cyber bullying will be treated the same as bullying. There will be consequences for bullying behaviour. The consequences will vary according to the severity of the incident but all incidents of bullying will be treated seriously.



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