

What to do if you witness or suspect bullying at Dean Trust Rose Bridge

Bullying is unacceptable and will be dealt with seriously at DTRB. Bullying is defined as **deliberately** hurtful behaviour, **repeated** over a period of time, where it is difficult for those being bullied to defend themselves. The main types of bullying are:

- **Physical** (hitting, kicking, theft, pushing etc)
- **Verbal** (name calling, or comment of a homophobic, racist, sexual, sexist, transphobic, appearance, culture and home circumstance nature)
- **Indirect** (spreading rumours, graffiti about the person, excluding someone from social groups)
- **Cyber** (Verbal and indirect bullying may include electronic or cyber bullying using PCs, email, social networking, mobile phones and other devices. Taking or distributing images without consent).

Pupils who are being bullied may show changes in behaviour, such as: *Becoming shy and nervous, feigning illness, taking unusual absences, clinging to adults, change in attitude, loss of concentration or truanting from school.*

Recognise, Respond, Record, Refer and Support

If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached or has witnessed the incident(s).

Bullying Incident

If you have witnessed a bullying incident, then the incident must be recorded as behaviour for the perpetrator on Class Charts and an email sent to the Head of Year, PSM and AHT Key stage 3/4 to follow up.

Suspected bullying

If you suspect a pupil is being bullied then this must be recorded Class Charts and sent to the Head of Year, PSM and AHT Key stage 3/4 to follow up and investigate further.

Parent/ Carer Communication

Parents and Carers of both victim and perpetrator are contacted within 24 hours by the HoY/PSM and are updated throughout investigation.

Investigation

Head of Year will interview all concerned and will record the incident on CPOMs if it is a bullying incident. This must now be assigned/ alerted to AHT KS and AHT ABI.

Resolution

Punitive measures will be used as appropriate and in consultation with all parties concerned along with restorative measures to be taken and support for the victim.

A graduated approach – Bullying concerns

At each stage one or a selection of actions and sanctions maybe selected depending upon the nature, seriousness and frequency of the bullying occurring.

Support for the victim will be evident from stage 1 and throughout the process.

<u>Stage</u>	<u>Perpetrator - Action /consequence</u>	<u>Victim - Action/Support</u>
Stage 1	Perpetrator spoken to regarding behaviour. Contact made with home. Restorative justice / Repair and rebuild. Perpetrator pupil meeting after school/break/lunch. More significant perpetrator pupil meeting after school/break/lunch.	Contact made with home. Restorative justice / Repair and rebuild.
Stage 2	Perpetrator and parent meeting. Time in Intex for perpetrator. 1:1 or small group work on positive relationships and choices. Extended time in Intex for perpetrator.	Support delivered by in school either 1:1 or as part of small group work.
Stage 3	Perpetrator pupil and parent meeting/contact. Step out for perpetrator. Extended period of Step out for perpetrator. Suspension for perpetrator. Extended suspension for perpetrator.	Support delivered by in school either 1:1 or as part of small group work. Signposted to external support agencies if required: Kooth NSPCC Young minds
Stage 4	Perpetrator pupil and parent meeting/contact. RESPITE for perpetrator. Governors panel meeting for perpetrator. Potential permanent exclusion for perpetrator or further extended suspensions.	Ongoing support from DTRB either 1:1 or as part of small group work. Signposted to external support agencies if required: Kooth NSPCC Young minds

What to do if you witness or suspect sexual violence or sexual harassment at Dean Trust Rose Bridge

Sexual violence or sexual harassment is unacceptable and will be taken seriously by staff at DTRB. Reports of sexual abuse, sexual violence or sexual harassment will be dealt with in line with DTRB Safeguarding and child protection policy. Pupils reports will be taken seriously, and the information acted upon swiftly and appropriately. Pupils will be supported throughout their allegation and will be kept updated.

The following is unacceptable and will always be challenged and dealt with. It is never viewed as 'banter' or just part of growing up;

- Sexist or demeaning comments or actions including wolf whistling
- Sexual comments, requests or advances
- Unwanted touching or touching without consent
- Touching of skirts/trousers/underwear e.g. twanging of bra/underwear, grabbing of clothes, bottom, breasts or private parts of the body
- Sexual acts which are forced or obtained by coercion – without consent or free will

Pupils who have or are been subjected to sexual violence or sexual harassment may demonstrate changes in behaviour, such as: *Becoming shy and nervous, tearful, over emotional, feigning illness, taking unusual absences, clinging to adults, change in attitude, loss of concentration or truanting from school, becoming angry or withdrawn.*

Recognise, Respond, Record, Refer and Support

If sexual harassment or sexual violence is suspected or reported, the incident will be challenged and dealt with immediately by the member of staff who has been approached or has witnessed the incident(s). It will be reported to one of the DTRB Safeguarding team who will also inform the DSL or DDSL to quality assure the actions taken.

Staff - If you have witnessed or suspect sexual harassment or sexual violence please follow the following steps;

1. If witnessed, challenge the behaviour e.g. sexual comment or inappropriate touching
2. Staff to inform a Safeguarding officer and log as SG 2 on CPOMS
3. Safeguarding officer to inform the DSL and DDSL in person
4. Incident or disclosure discussed and actions agreed along with any referrals to be made
5. Incident revisited and quality assured by DSL and DDSL at the end of the school day and at weekly SG meetings
6. Pupil to be supported and kept informed at each stage

Pupils - If you have witnessed or suspect sexual harassment or sexual violence please inform a member of the Safeguarding team or any member of staff!