



Da Vinci Academy  
A L.E.A.D. Academy



"One Team, Changing Worlds"

# Anti-Bullying Policy

September 2020

# Anti-Bullying Policy

**Date of policy: September 2020**

**Review date: September 2021**

**Members of staff responsible: Gemma Tyers and Keir Mather**

Da Vinci Academy is committed to safeguarding the young people within its care ensuring that our students feel happy, safe and secure. We are committed to creating a culture of safeguarding where all students, staff and volunteers are aware of their responsibilities to safeguard each other and ensure that everyone within our community is treated with respect.

We are determined to take a proactive approach and ensure that all students, staff and volunteers are educated and supported in relation to safeguarding matters, giving them the confidence that together we will address any challenge that is put in our way.

We will work tirelessly with outside agencies to offer support and guidance to students and parents and ensure the whole family is considered in our approach.

## Da Vinci Charter for Action

At Da Vinci we believe that:

- bullying is unacceptable;
- bullying is a problem to which solutions can be found;
- seeking help and telling someone is important;
- everyone will be listened to and taken seriously;
- everyone should feel comfortable in our Academy;
- everyone is responsible for making sure that bullying does not happen;
- everyone should feel comfortable to ask for help and support;
- bullying prevents students achieving their full potential and affects standards of achievement and aspirations.

### 1. The National and Legal Context

This policy takes full account of the Academy's legal obligations under the Education Inspections Act of 2006 to:

- promote the well-being of pupils in the Academy;
- develop a policy which encourages good behaviour and respect for others on the part of pupils and, in particular preventing all forms of bullying amongst pupils;
- establish procedures for dealing with complaints about bullying.

The academy also ensures its legal obligations under the Equality Act 2010 are adhered to. We ensure the academy has due regard to the need to:

- Eliminating unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act;
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it;
- Foster good relations between people who share a protected characteristic and people who do not share it.

## Recording of Incidents

From September 2009 it is a legal requirement for Academies to record all incidents of bullying. To meet this requirement, we:

- Keep a record of individual incidents of bullying. **An incident recording sheet can be found in the appendix to this policy;** all incidents are recorded centrally for monitoring.
- Ensure that an annual analysis of the bullying record is undertaken by the Academy including members of the senior leadership team and the governing body.

Keeping Children Safe in Education states that all staff should be aware that safeguarding issues can manifest themselves via peer on peer abuse and this is likely to include incidents of bullying, including cyber-bullying. Peer-on-peer abuse is abuse and cannot be passed off as “banter” or “part of growing up”.

This policy complements and supports a range of other Academy policies, such as, but not exclusively;

- Equality Policy;
- Behaviour Policy.

## 2. a) Definition of Bullying

Bullying can be defined in a number of ways. At Da Vinci we follow the DCSF Safe to Learn, 2007, guidance which defines bullying as:

**“Behaviour by an individual or group usually *repeated over time*, that intentionally hurts another individual or group either physically or emotionally”.**

Bullying can be direct or indirect and includes:

**Verbal** – name-calling, taunting, mocking, making offensive comments and teasing;

**Physical** – kicking, hitting, punching, pushing and pinching;

**Emotional** - producing offensive graffiti, excluding people from groups, spreading hurtful and untrue rumours, being forced to do things against own will and taking belongings or money;

**Cyber** – offensive text messaging and e-mailing and sending degrading images by phone or the internet, Facebook messages, Instagram messages, snap chat, WhatsApp any form of social media;

**Racial** - racial taunts, graffiti, gestures;

**Sexual** - unwanted physical contact or sexually abusive comments;

**Homophobic/biphobic/trans-phobic** – offensive name calling, taunts, threats, rumours, mocking etc.

Bullying can take place between students, between students and staff; or between staff; by individuals or groups; face to face, indirectly or using a range of cyber bullying methods. It can happen in isolation, or quite often, in the presence of others.

People who are victims of bullying frequently, but not exclusively, are bullied as a result of:

- race, religion or culture;
- special educational needs or disability;
- appearance or health conditions;
- sexual orientation;
- gender;
- home circumstance including looked-after-children and young carers.

#### **4. Aims of the Policy**

- to make Da Vinci Academy an enjoyable place to be;
- to make students, staff, parents and carers aware of what the definition of bullying is;
- to make sure that everyone at Da Vinci knows that bullying is not allowed;
- to make sure that everyone feels safe;
- to deal with bullying in the best way possible;
- to protect and support victims and make sure they are listened to;
- to make sure that everyone knows that they are responsible for stopping bullying;
- to empower students with strategies to safely and assertively deal with potential bullying before it develops;
- educate bullies in how to develop positive relationships and put their assertiveness to good use;
- to make sure that the bullet points above happen all of the time.

#### **5. Procedures and Dealing with Incidents**

##### **a) Role of students and staff in reporting and recording a bullying or harassment incident involving students**

Everyone has a responsibility to report incidents of bullying or to share their concerns with a member of the Academy community;

We have clear procedures for recording incidents of suspected bullying. **See Appendix 1 for Anti-Bullying Immediate Response Chart, which shows how we expect staff to respond.**

##### **b) Guidance for adults experiencing bullying**

The responses may be broadly similar or vary greatly to the response chart if it is an adult being bullied. If you are experiencing bullying as an adult:

- seek advice and information from your union;
- share your concerns with a trusted colleague;
- make a record of all incidents and date them;
- if you feel your situation is not being resolved then you should follow the Academy's formal procedures as adopted by the governing body.

##### **c) Consequences**

Students will receive consequences depending on how serious the incident is following investigation and if the issues continue. These consequences include:

- being given a warning from the relevant member of staff e.g. Achievement Leader, Assistant Achievement Leader or Deputy DSL;
- a phone call home made by the Achievement Leader, Assistant Achievement Leader or Deputy DSL;
- meeting with Anti Bullying Ambassadors to talk about the problem;
- work in the Learning Centre to look at areas of concern;
- spend time in R2L;

- a meeting with parents/ carer and the Academy;
- signing a “cooperation contract”;
- a period of Exclusion (the length of time will depend on the circumstances);
- meeting with member of SLT.

## **6. Strategies to Reduce Bullying**

The Academy has adopted a range of strategies to prevent and reduce bullying, to raise awareness of bullying and support victims and those displaying bullying behaviour including:

- Assemblies;
- Extensive work through tutor character programme;
- Parental engagement e.g. phone calls/meetings
- Direct Consequences (see above);
- Individual mentoring by the Achievement, SEND or Safeguarding Team;
- Training for all members of staff on anti-bullying policy and strategy;
- School counsellor support;
- Early Help Offer sessions including positive relationships;
- School Nurse Support.

Students who bully are supported by their form tutor and the achievement team who will discuss the issues with them. The Learning Centre is also available to support students who engage in bullying behaviour to help them understand how to interact with their peers in a positive way.

Da Vinci Academy also has two members of staff and twelve students who are trained anti bullying ambassadors. They have all received specific training through the Diana Award.

<https://diana-award.org.uk/anti-bullying/>

## **7. Monitoring Arrangements**

This policy will be evaluated and updated where necessary bi-annually by the whole Academy. The views of students, parents and staff will be used to make changes and improvements to the policy on an ongoing basis.

The senior leadership team and governors will, on an annual basis, analyse the Academy’s anti-bullying data, identify trends and evaluate the effectiveness of anti-bullying strategies.

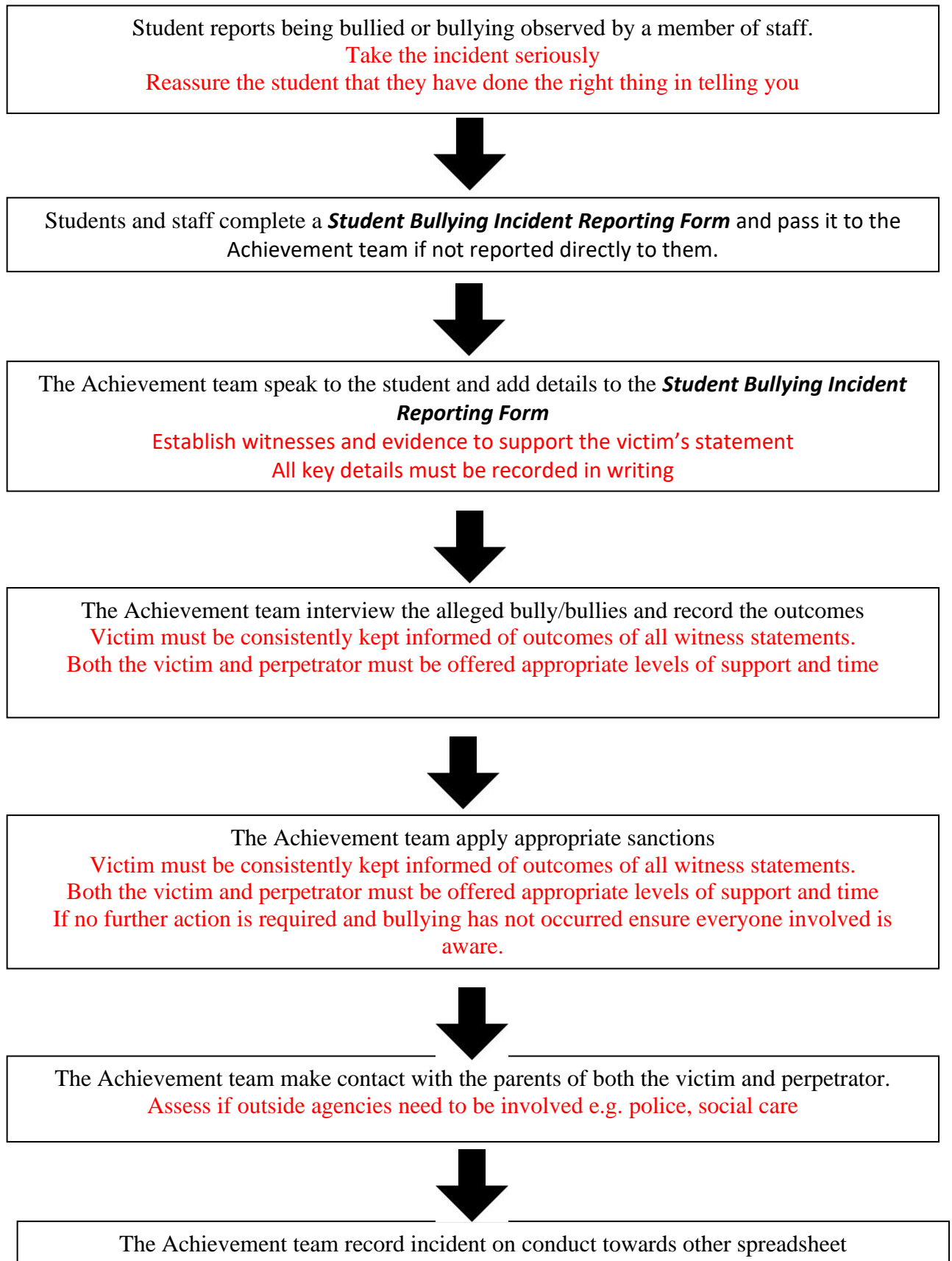
## **8. Appendices**

- Appendix 1 - Anti-Bullying Immediate Response Chart;
- Appendix 2 - Academy Bullying Incident Reporting Form;
- Appendix 3 - Student Friendly Anti-Bullying Policy.

## **9. Policy Review**

Review date: September 2021

## Appendix 1 - Anti-Bullying Immediate Response



**Karen Thompson (Deputy DSL) is available to support as required**

**Da Vinci Academy have 12 Anti-Bully Ambassadors who are available to support students**

Appendix 2



Da Vinci Academy  
Student Bullying Incident Reporting Form

Completed by \_\_\_\_\_

Date \_\_\_\_\_

Remember at Da Vinci, we define Bullying as

***“Behaviour by an individual or group usually repeated over time, that intentionally hurts another individual or group either physically or emotionally”. It can also be a one off, serious incident.***

Name of Victim(s) \_\_\_\_\_

Date of Incident \_\_\_\_\_

Time of Incident \_\_\_\_\_

Name of Alleged bully/bullies

\_\_\_\_\_

Verbal		Physical	
Name-calling		Kicking	
Taunting		Hitting	
Mocking		Punching	
Making offensive comments		Pushing	
Teasing		Pinching	
Other – please state		Other – please state	
Emotional		Cyber	
Offensive graffiti		Social media e.g. Facebook etc.	
Excluding from group		Offensive text messages	
Spreading rumours		Offensive emails	
Being forced to do something against will		Sending degrading images	
Taking possessions/money		Homophobic	
Other – please state		Racist	

**What Happened?**

**To be completed by the Achievement Leader, Assistant Achievement Leader, Deputy DSL**  
**Outline of interview (Please attach supporting statements)**

**Action Taken**

**Date of Contact with victim's parent/carer?**

**Date of contact with the alleged perpetrator's parent/carer?**

**Referral to any other agencies?                      Yes/No**

**If yes, which agencies and date of contact**

**Additional Actions taken**

**Did the incident lead to the perpetrator(s) being excluded?                      Yes/No**

**If yes, how long was the exclusion?**

**Signed \_\_\_\_\_ Date \_\_\_\_\_**

**Date Logged \_\_\_\_\_**



## Appendix 3

### Student-friendly Anti-Bullying Policy

Da Vinci Academy is committed to safeguarding the young people within its care ensuring that our students feel happy, safe and secure. We are committed to creating a culture of safeguarding where all students, staff and volunteers are aware of their responsibilities to safeguard each other and ensure that everyone within our community is treated with respect.

We are determined to take a proactive approach and ensure that all students, staff and volunteers are educated and supported in relation to safeguarding matters, giving them the confidence that together we will address any challenge that is put in our way.

We will work tirelessly with outside agencies to offer support and guidance to students and parents and ensure the whole family is considered in our approach.

#### **What is bullying?**

Bullying is hurtful or unkind behaviour which is deliberate and repeated. Bullying can be done by one person or by a group of people towards another person or a group of people, where the bully or bullies hold more power than those being bullied.

#### **What does bullying look like?**

Bullying can be:

- **Hitting or threatening to hit someone**
- **Touching someone inappropriately or without their consent**
- **Calling someone names or spreading rumours or gossip about someone**
- **Stealing, hiding or damaging someone's property**
- **Deliberately ignoring someone or leaving them out**
- **Sending hurtful or unkind texts, emails or online messages to or about Someone**

Remember that bullying isn't just physical and it can happen outside or inside school. If someone is deliberately and repeatedly being hurtful or unkind towards you or someone else, whatever that looks like or for whatever reason, it is bullying.

#### **What kinds of bullying can happen?**

Bullying can be based on any of the following things:

- **Race or ethnicity (racist bullying)**
- **Religion or belief**
- **Culture or family background**
- **Gender (sexist bullying)**
- **Sexual orientation (homophobic or biphobic bullying)**
- **Gender identity (transphobic bullying)**
- **Special education needs or disability**
- **Appearance or health condition**
- **Home or other persona situation**

*Not every type of bullying is on this list. If someone is deliberately and repeatedly being hurtful or unkind towards you, or whatever reason, that is bullying.*

## **What should I do if I'm being bullied or someone else is being bullied?**

**It is really important to report bullying.** It won't make the situation worse and it will help to stop the bullying whether it is happening to you or to someone else. If you know that someone is being bullied, try to reassure and support them, tell them that what is happening is wrong and help them to tell a trusted adult. There are many different ways to report bullying:

- Tell a member of staff, such as your Tutor, Achievement or Assistant Achievement Leader, Karen or anyone in school you feel comfortable talking to.
- You can call Childline at any time for free on 0800 1111 to speak to a counsellor. Remember your call will be confidential which means they will not tell anyone else about what you have said

School staff will make sure that the bullying is recorded and taken seriously and will follow up to support you or the person being bullied. They will also act to sort out the situation with the bully and any others involved. You will be asked to complete a form which will be kept as a record of the concern you have raised.