



# Sandbach High School

and Sixth Form College

Our Academy, Our Future

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## Anti-Bullying Policy

Our policy is clear:

**“We will not tolerate any form of bullying”.**

“We aim to ensure that here at Sandbach High School and Sixth Form College all members of our community are safe. We want our school to be a place where Students, Staff, Governors and Parents attend feeling that this is a place they feel secure and happy.”

In order to ensure that we do our utmost to achieve this we will use the following steps.

### Anti-Bullying Charter

At the start of every academic year we will launch our Anti-Bullying Campaign “Stamp It Out!” all students, staff and Governors will then sign our anti-bullying charter which will be displayed in main reception.

### Signed Agreement

All members of our Community including Students, Staff, Governors and Parents will sign and return documents stating that they have read and agree to our Anti Bullying Policy. Thus ensuring all members of the community are aware of all types of bullying which are as follows:

Threats

Homophobic and Racist comments

Verbal abuse (such as name calling, swearing)

Physical abuse (such as pushing, hitting, making rude gestures)

Psychological intimidation (making people feel bad about themselves such as the ‘evil look’)

Ostracism (leaving people out so that they feel like outsiders)

Teasing and taunting (such as picking on people, hiding their belongings, making fun of people.)

Grouping together in a threatening or excluding manner against someone.

Cyber bullying is also unacceptable. We will not tolerate any bullying making use of technology including the Internet, mobile phone messages or text messages.

### Assemblies and PSHCE

Students and staff will be involved in the delivery of assemblies and PSHCE lessons educating students on what bullying is and the harm it causes. These are on-going and delivered to each year group.

### Bullying referrals

Students and Parents are encouraged to report incidents of bullying in one of five ways:

- Report to a Member of staff, including Form Tutors, subject teachers, support staff, Achievement Co-ordinator and Senior Leadership Team.

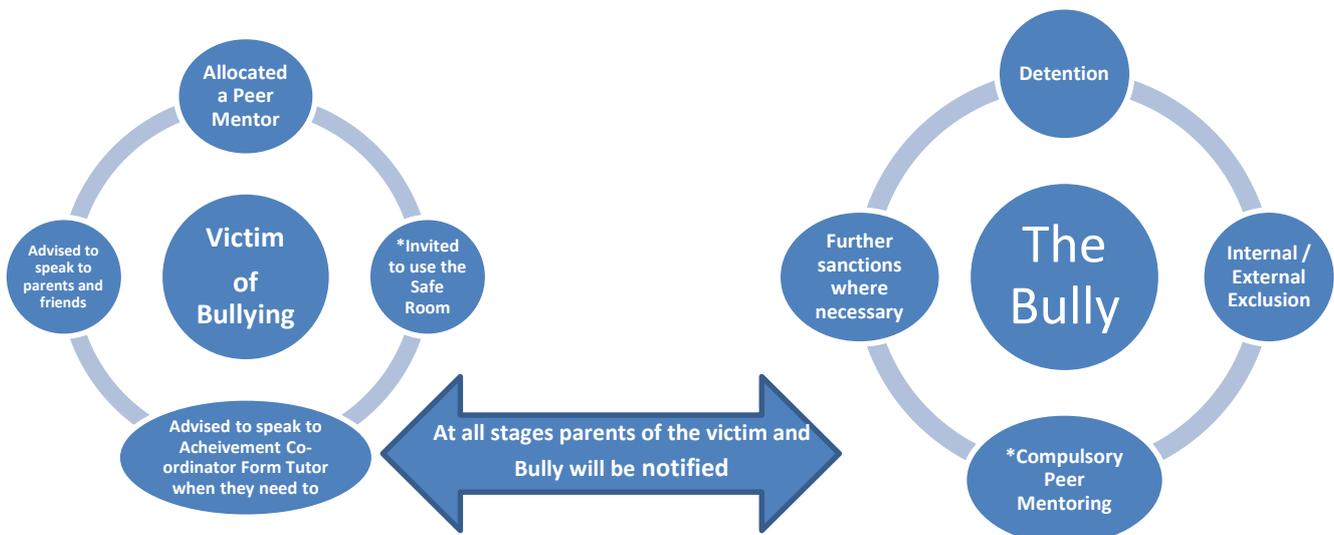
Adopted by Governors 060613/reviewed 250615/June 2016

- Report incidents or concerns using our confidential email address [Stampitout@sandhigh.cheshire.sch.uk](mailto:Stampitout@sandhigh.cheshire.sch.uk)
- Use the Bully Box located in the Learning Resource Centre
- Speak to a Peer Mentor

All incidents are forwarded to the appropriate Achievement Coordinator or Deputy Head then recorded in the Bullying File located in Main Reception.

All incidents are investigated by the Achievement Coordinator or Deputy Head and Parents / Guardians are informed.

**Support and Sanctions are issued by Achievement Co-ordinator or Deputy Head depending on the nature of the incident:**



\*All students found to be guilty of any form of bullying will be placed on a peer mentoring scheme within which they will attend a series of compulsory workshops educating them on the affects bullying and why people become bullies.

\*A variety of sanctions will be used and this could include permanent exclusion in the most serious incidents of bullying.

\*The safe room is an allocated room which is supervised at all times by trained peer mentors the room is a space where students can play games listen to music and speak to their peers.

**Guidelines For Staff**

All members of staff will be given the following guidelines

If a student approaches you with information about bullying:

<b>When being informed of a bullying incident</b>	<b>When consulting with alleged Bully</b>
Please explain to the student that you will have to discuss the matter with the appropriate Achievement Coordinator or Deputy Headteacher. Never promise to keep a secret.	The bully always needs to be confronted but remember, she may be unaware of the effect of her actions/words.
Discuss the matter with the appropriate Achievement Coordinator or Deputy Headteacher before helping the student with an approved plan of	Point out that bullying/unkindness of any sort is against the Anti-Bullying Policy and is contrary to the atmosphere that we want in school.

action.	
Ascertain from the student: who is doing the bullying; what form the bullying is taking; where the bullying is taking place; are there any witnesses to the incidents?	Insist that the bullying stop and that no recriminations are to be made. Neither is the matter to be discussed with third parties.
The victim's wishes must be respected and she may need to be encouraged to agree to the bully being confronted. Usually, though, the fact that the incidents are being reported means that the victim wants the matter to be dealt with. Sometimes a feeling of trust and confidence needs to be established initially. Most victims approach you with a friend, if they don't, encourage them to do so and always allow the friend to remain with the victim as moral support.	Depending on the nature of the offence e.g. name calling, then an apology should be made.
Consult the appropriate Form Teachers and Achievement Coordinators as they may already have useful information which may be relevant.	At the end of the investigations both parties are to be made aware of the fact that any further incidents will be reported and acted upon as described in the Anti-Bullying Policy.
All incidents of bullying need to be reported to the appropriate Achievement Coordinator and documented in the Bullying File kept in main reception.	Always give a written report to the appropriate Achievement Coordinator.
All bullying will be reported to Parents/Guardians by the relevant Achievement Coordinator or Deputy Headteacher. The victim should be encouraged to confide in her parents, assuming that she hasn't already done so.	

## **Guidelines for Parents**

### **All parents will receive the following Guidelines**

<b>Help us to "Stamp Out Bullying"</b> <b>What can Parents, Guardians, Grandparents and Community Members do to support our Anti Bullying Policy</b>
Look at our Anti Bullying Campaign on our website, Follow the Stamp It Out! Link and find out what bullying really is!
Speak to your daughter about bullying and its affects both short term and long term.
Discuss with your daughter the different types of bullying (information is on our website ).
Spend time talking about the dangers of cyber bullying (online or using mobile phones), monitor what your daughter does online.
Encourage your daughter to report any form of bullying whether they witness it or are themselves a victim. Remind them of the 5 ways to report incidents. <ul style="list-style-type: none"> <li>• Talking to a member of staff including their Form Tutor, Achievement Coordinator, Support Staff and Senior Leadership Team.</li> <li>• Using our confidential email address <a href="mailto:stampitout@sandhigh.cheshire.sch.uk">stampitout@sandhigh.cheshire.sch.uk</a></li> <li>• Text our Confidential number on (number to be confirmed)</li> <li>• Using the Bully Boxes located in the Learning Resource Centre.</li> <li>• Talk to a Peer Mentor.</li> </ul>
Remind your daughter to seek out our Safe rooms if she is feeling vulnerable, here she can find peer mentors who are there to support her.

## **Bullying Reviews**

There will be regular reviews of our Bullying Policy questioning all members of our community.

Questionnaires will regularly sent out to Parents, Students and Staff these will help us to continually improve our commitment to "Stamp It Out!"