



Anti-Bullying Policy

Date written: July 2021

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Date of next review: July 2022

Version: 1

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1. Introduction

This policy is based on DfE guidance “Preventing and Tackling Bullying” July 2017 and supporting documents. It also considers the DfE statutory guidance “Keeping Children Safe in Education” 2019 and ‘Sexual violence and sexual harassment between children in schools and colleges’ guidance. The setting has also read Childnet’s “Cyberbullying: Understand, Prevent and Respond: Guidance for Schools”.

2. Policy objectives

This policy outlines what Cairn Education will do to prevent and tackle all forms of bullying. The policy has been adopted with the involvement of the whole of Cairn Education’s community. Cairn Education is committed to developing an anti-bullying culture where the bullying of adults, children or young people is not tolerated in any form.

3. Links with other Cairn Education policies and practices

This policy links with several of Cairn Education’s policies, practices and action plans including:

- Child and Vulnerable Adults Protection Policy and Procedure
- Safeguarding Statement
- Complaints Policy and Procedures
- Positive Behaviour Policy
- Equality, Diversity and Inclusion Policy
- Relationship and Sex Education (RSE) and Health Education Policy
- Data Protection Policy and Privacy Notice
- Student’s Rights Policy

4. Links to legislation

There are several pieces of legislation which set out measures and actions for in response to bullying, as well as criminal and civil law. These may include (but are not limited to):

- The Education and Inspection Act 2006, 2011
- The Equality Act 2010
- The Children Act 1989
- The Education (Independent School Standards) Regulations 2015
- Protection from Harassment Act 1997
- The Malicious Communications Act 1988
- Public Order Act 1986

5. Responsibilities

It is the responsibility of:

- The Head of Education (Lucie Kelly) to communicate this policy to Cairn Education’s community, to ensure that disciplinary measures are applied fairly, consistently and reasonably.
- Governors to take a lead role in monitoring and reviewing this policy.
- All staff, including: governors, senior leadership, teaching and non-teaching staff, to support, uphold and implement this policy accordingly.
- Parents/carers to support their children/young people and work in partnership with Cairn Education.
- Students to abide by the policy.

6. Definition of bullying

Bullying can be defined as “behaviour by an individual or a group, repeated over time that intentionally hurts another individual either physically or emotionally”. (DfE “Preventing and Tackling Bullying”, July 2017)

Bullying can include name calling, taunting, mocking, making offensive comments; kicking; hitting; taking belongings; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours.

This includes the same unacceptable behaviours expressed online, sometimes called online or cyberbullying. This can include: sending offensive, upsetting and inappropriate messages by phone, text, instant messenger, through gaming, websites, social media sites and apps, and sending offensive or degrading photos or videos.

Bullying is recognised by Cairn Education as being a form of peer on peer abuse. It can be emotionally abusive and can cause severe and adverse effects on children’s/young person’s emotional development.

7. Forms and types of bullying covered by this policy

Bullying can happen to anyone. This policy covers all types and forms of bullying including:

- Bullying related to physical appearance
- Bullying of young carers, children in care or otherwise related to home circumstances
- Bullying related to physical/mental health conditions
- Physical bullying
- Emotional bullying
- Sexual bullying
- Bullying via technology, known as online or cyberbullying
- Prejudicial bullying (against people/students with protected characteristics):
 - Bullying related to race, religion, faith and belief and for those without faith
 - Bullying related to ethnicity, nationality or culture
 - Bullying related to Special Educational Needs or Disability (SEND)
 - Bullying related to sexual orientation (homophobic/biphobic bullying)
 - Gender based bullying, including transphobic bullying

- Bullying against teenage parents (pregnancy and maternity under the Equality Act).

8. Cairn Education's Ethos

Cairn Education's community recognises that all forms of bullying, especially if left un-addressed, can have a devastating effect on individuals; it can create a barrier to learning and have serious consequences for mental wellbeing. By effectively preventing and tackling bullying Cairn Education can help to create a safe and positive environment, where students are able to learn and fulfil their potential.

Cairn Education's Community:

- Monitors and reviews our anti-bullying policy and practice on a regular basis.
- Supports staff to promote positive relationships to help prevent bullying.
- Recognises that members of our community are more vulnerable to bullying and its impact than others. Being aware of this will help us to develop effective strategies to prevent bullying from happening and provide appropriate support, if required.
- Will intervene by identifying and tackling bullying behaviour appropriately and promptly.
- Ensures our students are aware that bullying concerns will be dealt with sensitively and effectively; that everyone should feel safe to learn and abide by the antibullying policy.
- Requires all members of the community to work with Cairn Education to uphold the anti-bullying policy.
- Recognises the potential impact of bullying on the wider family of those affected so will work in partnership with parents/carers regarding all reported bullying concerns and will seek to keep them informed at all stages.
- Will deal promptly with grievances regarding Cairn Education's response to bullying in line with our complaints policy
- Seeks to learn from good anti-bullying practice elsewhere.
- Utilises support from the Local Authority and other relevant organisations when appropriate.

9. Responding to bullying

The following steps may be taken when dealing with all incidents of bullying reported to Cairn Education:

1. If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached or witnessed the concern.
2. Cairn Education will provide appropriate support for the person being bullied – making sure they are not at risk of immediate harm and will involve them in any decisionmaking, as appropriate.
3. Lucie Kelly, Designated Safeguarding Lead or Rachael Thompson, Deputy Designated Safeguarding Lead will interview all parties involved.

4. Lucie Kelly DSL will be informed of all bullying issues where there are safeguarding concerns.
5. Cairn Education will speak with and inform other staff members, where appropriate.
6. Cairn Education will ensure parents/carers are kept informed about the concern and action taken, as appropriate and in line with Cairn Education's Child and Vulnerable Adults Protection Policy and Procedure, Child Protection Statement and Data Protection Policy and Privacy Notice.
7. Support outlined in Cairn Education's Positive Behaviour Policy will be implemented in consultation with all parties concerned.
8. If necessary, other agencies may be consulted or involved, such as the police, if a criminal offence has been committed, or other local services including early help or children's social care, if a child is felt to be at risk of significant harm.
9. Where the bullying of or by students takes place off Cairn Education's site or outside of normal Cairn Education hours (including cyberbullying), Cairn Education will ensure that the concern is fully investigated. If required, the DSL will collaborate with other schools and bodies. Appropriate action will be taken, including providing support in accordance with this policy and Cairn Education's positive behaviour policy.
10. A clear and precise account of bullying incidents will be recorded by Cairn Education in accordance with existing procedures. This will include recording appropriate details regarding decisions and action taken.

Cyberbullying Note: Cairn Education will ensure they access Childnet's Cyberbullying guidance. When responding to cyberbullying concerns, Cairn Education will:

1. Act as soon as an incident has been reported or identified.
2. Provide appropriate support for the person who has been cyberbullied and work with the person who has carried out the bullying to ensure that it does not happen again.
3. Encourage the person being bullied to keep any evidence (screenshots) of the bullying activity to assist any investigation.
4. Take all available steps where possible to identify the person responsible. This may include:
 - looking at use of Cairn Education's systems;
 - Identifying and interviewing possible witnesses;
 - Contacting the service provider and the police, if necessary.
5. Work with the individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation. This may include:

- Support reports to a service provider to remove content if those involved are unable to be identified or if those involved refuse to or are unable to delete content.
- Confiscating and searching students' electronic devices, such as mobile phones, in accordance with the law and Cairn Education's searching and confiscation policy.
- Requesting the deletion of locally-held content and content posted online if they contravene Cairn Education's positive behaviour policy.

6. Cairn Education will take steps to change the attitude and behaviour of the bully, as well as ensuring access to any additional help that they may need.

7. Inform the police if a criminal offence has been committed.

8. Provide information to staff and students regarding steps they can take to protect themselves online.

This may include:

- advising those targeted not to retaliate or reply;
- providing advice on blocking or removing people from contact lists;
- helping those involved to think carefully about what private information they may have in the public domain.

Supporting students

Students who have been bullied will be supported by:

1. Reassuring the student and providing continuous pastoral support.
2. Offering an immediate opportunity to discuss the experience with the designated safeguarding lead, or a member of staff of their choice.
3. Being advised to keep a record of the bullying as evidence and discuss how to respond to concerns and build resilience as appropriate.
4. Working towards restoring self-esteem and confidence.
5. Providing ongoing support; this may include: working and speaking with staff, offering formal counselling, engaging with parents and carers.
6. Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this could include support through Early Help or Children Social Work Service, or support through the Children and Young People's Mental Health Service (CYPMHS).

Students who have perpetrated bullying will be helped by:

1. Discussing what happened, establishing the concern and the need to change.
2. Informing parents/carers to help change the attitude and behaviour of the young person.

3. Providing appropriate education and support regarding their behaviour or actions.
4. If online, requesting that content be removed and reporting accounts/content to service provider.
5. Support in line with Cairn Education's Positive Behaviour Policy.
6. Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this may include involvement from the Police or referrals to Early Help, Children Social Work Service, or the Children and Young People's Mental Health Service (CYPMHS).

Supporting adults

Cairn Education takes measures to prevent and tackle bullying among students; however, it is equally important to recognise that bullying of adults, including staff and parents, whether by students, parents or other staff members, is unacceptable.

Adults who have been bullied or affected will be supported by:

1. Offering an immediate opportunity to discuss the concern with the designated safeguarding lead, a senior member of staff and a member of staff of their choosing.
2. Advising them to keep a record of the bullying as evidence and discuss how to respond to concerns and build resilience, as appropriate.
3. Where the bullying takes place off Cairn Education's site or outside of normal Cairn Education hours (including online), Cairn Education will still investigate the concern and ensure that appropriate action is taken in accordance Cairn Education's positive behaviour policy and disciplinary policies.
4. Reporting offensive or upsetting content and/or accounts to the service provider, where the bullying has occurred online.
5. Reassuring and offering appropriate support.
6. Working with the wider community and local/national organisations to provide further or specialist advice and guidance.

Adults who have perpetrated the bullying will be helped by:

1. Discussing what happened with a senior member of staff and/or the designated safeguarding lead.
2. Establishing whether a legitimate grievance or concern has been raised and signposting to Cairn Education's official complaints procedures.

3. If online, requesting that content be removed.
4. Instigating disciplinary, civil or legal action as appropriate or required.

Cairn Education community will:

1. Create and support an inclusive environment which promotes a culture of mutual respect, consideration and care for others, which will be upheld by all.
2. Recognise that bullying can be perpetrated or experienced by any member of the community, including adults and children (peer on peer abuse).
3. Recognises the potential for children with SEN and disabilities to be disproportionately impacted by bullying and will implement additional pastoral support as required.
4. Openly discuss differences between people that could motivate bullying, such as: children with different family situations, such as looked after children or those with caring responsibilities, religion, ethnicity, disability, gender, sexuality or appearance related difference.
5. Challenge practice and language (including 'banter') which does not uphold Cairn Education's values of tolerance, non-discrimination and respect towards others.
6. Be encouraged to use technology, especially mobile phones and social media, positively and responsibly.
7. Work with staff, the wider community and outside agencies to prevent and tackle concerns including all forms of prejudice-driven bullying.
8. Actively create "safe spaces" for vulnerable children and young people.

10. Policy and Support

Cairn Education community will:

1. Provide a range of approaches for students, staff and parents/carers to access support and report concerns
2. Regularly update and evaluate our practice to consider the developments of technology and provide up-to-date advice and education to all members of the community regarding positive online behaviour.
3. Take appropriate, proportionate and reasonable action, in line with existing Cairn Education policies, for any bullying brought to Cairn Education's attention, which involves or affects students, even when they are not on Cairn Education's premises; for example, when using transport or online, etc.
4. Implement appropriate action in line with Cairn Education's Positive Behaviour Policy.

5. Use a variety of techniques to resolve the issues between those who bully, and those who have been bullied.

11. Education and Training

Cairn Education community will:

1. Train all Cairn Education staff, regardless of role, to identify all forms of bullying and take appropriate action, following Cairn Education's policy and procedures, including recording and reporting incidents.
2. Consider a range of opportunities and approaches for addressing bullying throughout the curriculum and other activities, such as: through displays, peer support, student council, etc.
3. Collaborate with other local educational settings as appropriate, and during key times of the year, for example during transition.
4. Ensure anti-bullying has a high profile throughout the year, reinforced through key opportunities such as anti-bullying week.
5. Provide systematic opportunities to develop ' social and emotional skills, including building their resilience and self-esteem.

12. Involvement of Students

Cairn Education will:

1. Involve students in policy writing and decision making, to ensure that they understand Cairn Education's approach and are clear about the part they play in preventing bullying.
2. Regularly canvas children and young people's views on the extent and nature of bullying.
3. Ensure that all students know how to express worries and anxieties about bullying.
4. Involve students in anti-bullying campaigns at Cairn Education and embed messages in the wider curriculum.
5. Utilise student voice in providing student led education and support.
6. Publicise the details of internal support, as well as external helplines and websites.
7. Offer support to students who have been bullied and to those who are bullying to address the problems they have.

13. Involvement and liaison with parents and carers

Cairn Education will:

1. Take steps to involve parents and carers in developing policies and procedures, to ensure they are aware that Cairn Education does not tolerate any form of bullying.
2. Make sure that key information about bullying (including policies and named points of contact) is available to parents/carers in a variety of formats.
3. Ensure all parents/carers know who to contact if they are worried about bullying and where to access independent advice.
4. Work with all parents/carers and the local community to address issues beyond Cairn Education that give rise to bullying.
5. Ensure that parents work with Cairn Education to role model positive behaviour for students, both on and offline.
6. Ensure all parents/carers know about our complaints procedure and how to use it effectively, to raise concerns in an appropriate manner.

14. Monitoring and review: putting policy into practice

- Cairn Education will ensure that they regularly monitor and evaluate mechanisms to ensure that the policy is being consistently applied.
- Any issues identified will be incorporated into Cairn Education's action planning.
- The DSL Lucie Kelly will be informed of bullying concerns, as appropriate.
- The named Governor for bullying will report on a regular basis to the governing body on incidents of bullying, including outcomes.

15. Useful links and supporting organisations

- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Childline: www.childline.org.uk
- Family Lives: www.familylives.org.uk
- Kidscape: www.kidscape.org.uk
- MindEd: www.minded.org.uk
- NSPCC: www.nspcc.org.uk
- The BIG Award: www.bullyinginterventiongroup.co.uk/index.php
- PSHE Association: www.pshe-association.org.uk
- Restorative Justice Council: www.restorativejustice.org.uk
- The Diana Award: www.diana-award.org.uk
- Victim Support: www.victimsupport.org.uk
- Young Minds: www.youngminds.org.uk
- Young Carers: www.youngcarers.net

- The Restorative Justice Council: www.restorativejustice.org.uk/restorative-practiceschoolsSEND
- Changing Faces: www.changingfaces.org.uk
- Mencap: www.mencap.org.uk
- Anti-Bullying Alliance Cyberbullying and children and young people with SEN and disabilities: [www.cafamily.org.uk/media/750755/cyberbullying_and_send - module final.pdf](http://www.cafamily.org.uk/media/750755/cyberbullying_and_send_-_module_final.pdf)
- DfE: SEND code of practice: www.gov.uk/government/publications/send-code-of-practice0-to-25

Cyberbullying

- Childnet: www.childnet.com
- Internet Watch Foundation: www.iwf.org.uk
- Think U Know: www.thinkuknow.co.uk
- UK Safer Internet Centre: www.saferinternet.org.uk
- The UK Council for Child Internet Safety (UKCCIS) www.gov.uk/government/groups/uk-council-for-child-internet-safety-ukccis
- DfE 'Cyberbullying: advice for headteachers and school staff': www.gov.uk/government/publications/preventing-and-tackling-bullying
- DfE 'Advice for parents and carers on cyberbullying': www.gov.uk/government/publications/preventing-and-tackling-bullying

Race, religion and nationality

- Anne Frank Trust: www.annefrank.org.uk
- Kick it Out: www.kickitout.org
- Report it: www.report-it.org.uk
- Stop Hate: www.stophateuk.org
- Tell Mama: www.tellmamauk.org
- Educate against Hate: www.educateagainsthate.com
- Show Racism the Red Card: www.srrc.org/educational

LGBT

- Barnardo's LGBT Hub: [www.barnardos.org.uk/what we do/our work/lgbtq.htm](http://www.barnardos.org.uk/what_we_do/our_work/lgbtq.htm)
- Metro Charity: www.metrocentreonline.org
- EACH: www.eachaction.org.uk
- Proud Trust: www.theproudtrust.org
- Schools Out: www.schools-out.org.uk
- Stonewall: www.stonewall.org.uk

Sexual harassment and sexual bullying

- Ending Violence Against Women and Girls (EVAW) www.endviolenceagainstwomen.org.uk
- A Guide for Schools: www.endviolenceagainstwomen.org.uk/data/files/re-sources/71/EVAWCoalition-Schools-Guide.pdf

- Disrespect No Body: www.gov.uk/government/publications/disrespect-nobodycampaign-posters
- Anti-bullying Alliance: Preventing and responding to Sexual Bullying: www.antibullyingalliance.org.uk/tools-information/all-about-bullying/sexual-and-genderrelated/preventing-and-responding-sexual
- Anti-bullying Alliance: advice for school staff and professionals about developing effective anti-bullying practice in relation to sexual bullying: www.antibullyingalliance.org.uk/tools-information/all-about-bullying/sexual-and-gender-related

Note: Additional links can be found in 'Preventing and Tackling Bullying' (July 2017) www.gov.uk/government/publications/preventing-and-tackling-bullying.