

# Aurora

## Anti-Bullying Local Procedures Aurora Fairway School

Please refer to Main Policy A3 Anti-Bullying Policy

### Appendix 2: Local Procedures: Aurora Fairway School

#### 1) How to report bullying - children and young people

- Report to a staff member– such as a form tutor, key worker or DSL - Mrs Costello or any other teacher and they will ensure action is taken
- Every student will be assigned a Form Tutor. You will have regular scheduled 1:1 check ins with your Form Tutor, this is a good opportunity to report bullying confidentially.
- You will also likely have 1:1 therapy sessions, these are also appropriate forums to confidentially raise or report bullying.
- If you're not happy to say it face-to-face then you can email a staff member via the school's email system, or you can text the DSL phone on 07464496848
- You can report it to a family member, such as a parent, and ask them to contact the school on your behalf.
- It is always best to tell someone at the school so we can do something about it. However, we understand if you don't feel comfortable talking to someone at the school. If so you can:
- Call ChildLine to speak with someone in confidence on 0800 1111
- Contact [kidscape.org.uk](http://kidscape.org.uk) or [www.childline.org.uk](http://www.childline.org.uk)
- Free, safe and anonymous support online via Kooth App [www.kooth.com](http://www.kooth.com)

#### 2) How staff report suspected bullying

- Any bullying incidents or potential bullying incidents should be logged as a behavior incident on SchoolPod
- The DSL should be informed by either email or conversation.
- The site anti- bullying log should be filled in by the DSL, this is kept in the Designated Safeguarding Lead's office.
- If a bullying incident is confirmed then a SchoolPod bullying log is created by a member of the DSL Team and a MyConcern report is created by a member of the DSL Team to recognise the significance of the incident as a safeguarding concern

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## 3) Prejudice-based incidents

- A prejudice-based incident is a one-off incident of unkind or hurtful behaviour that is motivated by a prejudice or negative attitudes, beliefs or views towards a protected characteristic or minority group. It can be targeted towards an individual or group of people and have a significant impact on those targeted. All prejudice-based incidents are taken seriously and recorded and monitored
- These should be recorded as you would a behavioural incident on the secure management information system

## 4) Site initiatives to prevent and tackle bullying

We use a range of measures to prevent and tackle bullying including:

- A child friendly anti-bullying poster is clearly placed in every student space, it ensures all students understand what bullying is and know how to report it when they see it.
- The PSHE programme of study includes opportunities for students to understand about different types of bullying and what they can do to respond and prevent bullying
- Tutorial time provides regular opportunities to discuss issues that may arise in class and for form tutors to target specific interventions
- Whole-school and year group assemblies help raise students' awareness of bullying and derogatory language
- Difference and diversity are celebrated across the site through diverse displays, books and images. The whole site participates in events including Anti-bullying week, Black History Month and LGBT History Month
- The site values of equality and respect are embedded across the curriculum to ensure that it is as inclusive as possible
- Stereotypes are challenged by staff and students across the site
- Our restorative approach to behaviour management provides support to targets of bullying and helps those who show bullying behaviour to understand the consequences of their actions.
- Students are continually involved in developing school-wide anti-bullying initiatives the student forum.

Working with parents and carers, and in partnership with parents/carers