

Anti-Bullying Local Procedures Aurora Meldreth Manor School

Please refer to Main Policy A3 Anti-Bullying Policy

Appendix 2: Local Procedures: Meldreth Manor School

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

- › Report to a staff member– such as a Class leader, Teaching assistant or key worker or any other teacher
- › Report to other school/college/home staff e.g. School Nurse, Duty Manager.
- › Call Child Line to speak with someone in confidence on 0800 1111 Reporting – roles and responsibilities.

2) How staff report suspected bullying

- › Any bullying incidents or potential bullying incidents should be logged as a behavior incident on Engage.
- › 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 an engage 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.

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 on Engage and My Concern, ongoing concerns will be addressed at TAYP meetings where a plan to address the incident is made.

Incidents of this nature need to be recorded on Engage with key members of staff copied in. Follow up learning needs to be planned for within the curriculum, social stories, PSHE and SaLT sessions to support a young person's understanding.

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 policy ensures all students understand and uphold the anti-bullying policy

Aurora

- › 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. The curriculum develops young people's tolerance and understanding of the need for kindness and empathy for others through the practical application of social skills and interactions.
- › Social thinking sessions provide 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, cultural and religious celebrations, community events etc.
- › 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.
- › Peer mentoring and student-led programmes offer support to all
- › Restorative justice programmes in the form of social stories, social thinking sessions etc. provide support to targets of bullying and those who show bullying behaviour
- › Working with parents and carers, and in partnership with community organisations, to tackle bullying where appropriate.