

Anti-Bullying Local Procedures Aurora Severnside School

Please refer to Main Policy A3 Anti-Bullying Policy

Appendix 2: Local Procedures: Severnside School

1) How to report bullying - children and young people

You can report to any staff member, and they will ensure action is taken.

Every student will be assigned a 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 possibly have 1:1 therapy sessions; these are also appropriate forums to confidentially raise or report bullying.

If you are not happy to say it face-to-face then you can email a staff member via the school's email or Teams system,

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 school so we can do something about it. However, we understand if you do not feel comfortable talking to someone at school. If so, you can:

- Call ChildLine to speak with someone in confidence on 0800 1111
- Contact 'Off the Record' <https://www.otrbristol.org.uk/>
- Free, safe and anonymous support online via Kooth App www.kooth.com/

2) How staff report suspected bullying

Any bullying incidents or potential bullying incidents should be logged as a behavior incident on Engage

However, before logging anything you suspect is a bullying incident, please speak to a member of SLT first. This is because bullying is closely monitored, and it is important that we moderate centrally what is/is not deemed bully, or a less severe incident.

There are specific boxes for bullying on the incident report that need to be ticked, so that senior leaders can filter these cases

You need to add the perpetrator(s) as the main students and then there is a victim drop-down menu for the victim(s).

In line with the Engage incident level matrix, these should be put at Level 3.

Where this raises a safeguarding concern, this should also be logged on MyConcern

3) Prejudice-based incidents

A prejudice-based incident is an 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 behavioral incident on Engage. You will see on the reporting form, there is a relevant tick box to register a prejudice-based incident. In line with the Engage incident level matrix, these should be put at Level 3.

4. Site initiatives to prevent and tackle bullying

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

The PSHE program 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 class activities 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 school 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 community organisations, to tackle bullying where appropriate.