



**PONTARDDULAIS COMPREHENSIVE SCHOOL**  
**YSGOL GYFUN PONTARDDULAIS**



## **Anti-Bullying Policy**

## **Polisi Gwrth Fwlio**

Mr. G. Rees  
Headteacher

Mrs. S. Bradshaw  
Chair of Governors



# PONTARDDULAIS COMPREHENSIVE SCHOOL

## YSGOL GYFUN PONTARDDULAIS

Everyone in Pontarddulais Comprehensive School has the right to feel safe and secure at school and to be treated with dignity and respect. We aim to ensure that everyone can learn and work in an environment where they can make a positive contribution and achieve their potential.

### **Bullying is not tolerated or ignored at our school**

#### **What is Bullying?**

Bullying is repeated behaviour, which is deliberately intended to hurt, intimidate, frighten, harm or exclude – whether this is intended or not. There are different sorts of bullying, but the main types are:

- **PHYSICAL** - hitting, kicking, taking or hiding belongings including money
- **VERBAL** name calling, teasing, insulting, writing unkind notes
- **EMOTIONAL** being unfriendly, excluding, tormenting, spreading rumours
- **EXCLUSION** a pupil can be bullied simply by being excluded from discussions/activities with those they believe to be their friends
- **DAMAGE TO PROPERTY/THEFT** -pupils may have their property damaged or stolen. Physical threats may be used by the bully in order that the pupil hands over property to them
- **CYBER** cyber-bullying is a more recent problem that has come about through the increased use of mobile phones and the internet. It may include threats or name-calling via internet chat rooms, web pages, texts or phone calls. It may also involve the misuse of associated technology such as cameras and video facilities.

Our school abides by the Equality Act 2010 (the Equality Act 2010 replaces previous anti-discrimination laws with a single act). The act has three aims:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity between people
- Foster good relations

The policy also embraces the Children and Human Rights Act 1998.

Children and young people are critical to achieving the full implementation of the United Nations Convention on the Rights of the Child (UNCRC) in Wales. They need to be made fully aware of their UNCRC rights and how to claim them and also need to be involved in monitoring and reporting on children's rights.



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### What is 'not bullying'?

Children and young people of a similar age sometimes have disagreements which can lead to fighting or arguments. In this situation, there is no imbalance of power and no intimidation used. These kinds of disagreements are upsetting and difficult but they are not bullying. One of the things which is important for children and young people to learn is how to resolve conflict because unresolved conflict can lead to a build-up of anger and resentment which can escalate into one person retaliating by constantly picking on the other person. This kind of behaviour can lead to bullying behaviour if the conflict is not dealt with at an early stage.

### Where does bullying happen?

Bullying can occur in a variety of places, at school, on buses, youth clubs, communities, streets, recreational spaces, via the internet and mobile phones.

### General Points

Bullying can take different forms. It can leave children and young people hurt, distressed and frightened. Only by openly acknowledging the problems caused by bullying and by seeking to involve the whole school community –pupils, parents, teachers and support staff – can we hope to tackle it effectively.

- Reporting bullying is encouraged – being seen a courageous act rather than that of a weak person. Those who report bullying will be taken seriously and supported in standing up to bullies.
- All cases of bullying will be recorded by the Progress Manager/Team Around the Child Co-ordinator/ Affective Area Co-ordinator / Pathways and dealt with sensitively, firmly and fairly.
- Pupils, through year group assemblies, Personal and Social Education, Restorative Practice and the Pupil code of conduct are reminded of the devastating impact of bullying on its victims and that any form of bullying is not acceptable.
- All staff are aware of the need to encourage students to report bullying and have the skills to handle the matter sensibly so that the problem is removed rather than delayed to another occasion.

### Support for pupils

We believe that the school is a community where trust and honesty is valued by all and it is a place where pupils have the right to feel safe and secure.

Pupils will have assemblies on the anti-bullying procedure and advice will be shared on the kind of action that they could take if they are being bullied or see someone else being bullied anywhere in our school.



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We will always take reports of bullying seriously and talk to pupils in confidence and in a sympathetic way. We will deal with situations quickly, firmly and sensitively.

Pupils involved in bullying or threatening behaviour are supported in order to overcome their problems.

Throughout the school year information and raising awareness about bullying issues will be highlighted through – PSE, assemblies and RE.

Bullying issues are given a high profile in school which will remind pupils of the seriousness of bullying and will help encourage openness and encourage pupils to disclose bullying incidents.

We use national initiatives (Welsh Assembly anti-bullying week) to raise awareness of bullying in schools.

The 'buddy' system for new Year 7 pupils makes it easier to report bullying to older students who will act appropriately and pass information on to relevant staff.

During break times and lunchtimes staff and the Senior Management Team supervise outdoor areas and the inside of school.

We regularly review our anti-bullying policy and pupils, through the school council, are able to comment and offer suggestions to try and improve our ways of dealing with bullies.

### **Support for parents**

Parents are informed of school policy on the school website and procedures are shared at the open evening for new pupils. The 'Stand up, Speak out' leaflets produced by our school council will be available for new pupils and parents to offer support concerning bullying issues. Parents can request a copy from the school office.

Incidents of bullying reported by parents are treated in the same way as those reported by pupils.

### **Responsibility of staff**

All teaching and non-teaching staff of the school will take responsibility for being familiar with the anti-bullying policy.

As adults within the school community we need to be aware of the indications of potential bullying and be alert to the signs that a pupil is being bullied.

We will put effort into fostering an environment where our pupils will feel supported and develop an atmosphere which allows them to report incidences of bullying.





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We will always take reports of bullying seriously and listen to what pupils say. Initially this will mean listening to the victim, reassuring the victim and continuing to offer help, advice and support.

We will make sure that we are available to speak to pupils at a later date to find out if things have improved. As staff we constantly confront inappropriate language whenever it is heard and be particularly alert to racist, sexist or other discriminatory behaviour.

We will be punctual, thorough and reliable in our duty of supervision. This applies to lessons, break and lunchtimes. Through in-service training as a staff we will adopt a consistent approach to tackling bullying.

### **Role of Governors**

- Be aware and approve of the school anti-bullying policy.
- Support the school staff in implementing the policy.
- Review and monitor the effectiveness of the policy on a regular basis.

### **How will bullying be monitored?**

Staff should report all incidents of bullying following the procedure detailed within the behavioural policy. Incidents will be recorded and information shared with the Progress Manager/ Affective Area Co-ordinator who will record all incidents. Records will be closely monitored and the database will be analysed frequently by Progress Managers and a member of SMT to evaluate if action is needed.

### **What action will be taken if a complaint has been made?**

In responding to incidents of bullying all staff should take action when bullying is reported by:

- Taking action as soon as possible.
- Inform relevant Progress Manager who will investigate the matter, interview individuals involved and gather as much information as possible.
- Making it clear to the bully that such behaviour is not acceptable
- Establish whether or not the incident is part of a pattern
- Encouraging the bully to see the victims point of view – Restorative Practice
- Decide on suitable punishment (e.g. detention, internal exclusion etc)
- Inform parents- arrange meetings



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### Sanctions

These can vary depending upon each individual situation.

They may include:

- Alterations to seating plans within classrooms
- Lunchtime or after school detentions
- Alternative lunchtime arrangements
- Internal exclusion
- Removal from school transport
- Transferring of form group or teaching group
- In extreme circumstance fixed term exclusions may be considered (refer to school Exclusion Policy)

### Outside Agencies

If it is considered appropriate outside agencies will be contacted to support the school when dealing with these issues. The outside agencies could include:

- Exchange Counselling Service
- LA behavioural Support Team
- PCSOs (Police Community Support Officers)
- School Health Nurse
- Educational Psychologist

The school aims to provide a safe, secure and happy environment for all. An environment where bullying of any type will not be tolerated and will be dealt with quickly, firmly and fairly.

This policy will be reviewed and updated annually

Personnel involved:

R. Thomas (Assistant Headteacher)  
C. Mitchell (Care, Support & Guidance Coordinator)  
I. McCallum (TAC Coordinator)  
Pupil Voice