



No rude/mean or bullying is substantiated.

Students and parents receive feedback and evidence is retained on student files.

Allegations of bullying are dealt with at HoY or SLG level.
All parties are listened to and treated with respect.
Their statements are recorded and any other evidence provided is logged.
The evidence is reviewed by at least 2 members of staff.

The bullying is substantiated but does not involve any illegal activity

There has been rude/mean/ unacceptable behaviour but it does not fit the definition of bullying

Students are sanctioned according to our Behaviour, Attendance and Exclusion Policy.

RJ used as appropriate.

Parents informed and evidence is retained on student files

Student as victim of bullying

Student receives confirmation that reporting the bullying was the right thing to do and that they are not responsible for the behaviour of the bully.

Parents informed and support strategies confirmed.

In-school support offered from:

- Action to secure the student's immediate safety
- Strategies to prevent further incidents
- "Refuge" area confirmed
- Friendship group engaged in support
- Counselling (in school or out)
- "Buddying" or Peer Mentoring
- JAC mentoring
- Extra supervision/monitoring
- Restorative Justice (RJ) or adult mediation
- Learning Mentor support
- Arrangements to review progress
- Referral to another agency (eg: CAMHS)
- Further advice about e-safety

All documentation retained on student file.

Student as perpetrator of bullying

Parents informed both of sanctions and support strategies.

The behaviour will be sanctioned according to our Behaviour, Attendance and Exclusion Policy. In addition we may:

- Withhold participation in sports or out of school activity
- Withdrawal of break and lunch privileges
- Extend the school day and/or require the student to be deposited or collected by a responsible adult
- Withdrawal of unsupervised IT access

In-school support offered from:

- Immediate action to stop any further bullying
- Counselling (in school or out)
- JAC mentoring (behaviour modification)
- RJ or adult mediation
- Learning Mentor Support
- Buddying or Peer Mentoring (if appropriate)
- Friendship group engaged in support
- Report Card
- On-going monitoring and extra supervision
- Referral to another agency eg: police, YOS
- Positive reinforcement in order to promote change and bring unacceptable behaviour under control

All documentation retained on student file.

The bullying is substantiated and involves or potentially involves illegal activity.

Illegal activities are those which are against the law e.g.:

- Serious physical or sexual assault
- Anything involving use of/distribution of illegal substances
- Downloading or passing on child porn
- Inciting racial hatred or violence
- Promoting illegal acts

Report to DSL or Headteacher

Inform the Police and/or Social Services

Follow Police and Social Services' guidance

Complete risk assessment

Remove any school equipment or books which may contain evidence

Disable school network account

Collect and save all evidence but do not copy or view (if IT /digitally based).

Inform LADO and or HR as necessary.