

Anti-Bullying Policy

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1. Statement of intent

Lokrum Fields is committed to providing a safe and supportive environment, where students, parents and staff are free from all forms of bullying.

Our curriculum includes educating students about tolerance and diversity and equipping them to better understand the needs and feelings of themselves and other people.

We recognise that all of our students can be considered vulnerable as a result of their SEND.

Staff, parents, and students are expected to work together to prevent occurrences of bullying wherever possible and minimise the negative impact of any bullying which does occur.

2. About our policies

- 2.1. Prior to Lokrum Fields receiving its registration number from the Department for Education, nothing in our policies is intended to imply that Lokrum Fields is operating as a school or claiming to be a school. Any use of the word “school” should be interpreted to include any operation of Lokrum Fields in the pre-registration phase. For clarity, Lokrum Fields will not engage in any regulated activity prior to receipt of its DfE registration number.

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- 2.2. Our policies have been developed to comply with all relevant legislation and associated guidance. Policies will be updated periodically as necessary.
- 2.3. Our policies are inter-related and are intended to be read, understood, and used collectively.
- 2.4. All staff and governors are expected to be familiar with and abide by our policies.
- 2.5. The Office Manager is responsible for ensuring volunteers and visitors are familiar with any policies which are relevant to their involvement and for taking reasonable steps to ensure compliance.
- 2.6. The Headteacher is responsible for ensuring policies are implemented fairly, effectively, and consistently.
- 2.7. The Headteacher is responsible for identifying any training needs in relation to our policies. The Office Manager is responsible for arranging the required training. All staff are expected to engage in continuous learning and ongoing training appropriate to their roles.
- 2.8. The effectiveness of our policies and their implementation is monitored by the Governing Body. Unless otherwise stated, the Governing Body reviews each policy annually.
- 2.9. The Governing Body for Lokrum Fields is provided by Governing for Ambition, an independent community interest company. The Governing Body uses its expertise to monitor the performance of Lokrum Fields and to advise the Proprietor of any recommended actions. Responsibilities assigned to the Governing Body are limited to these advisory and accountability functions.
- 2.10. Lokrum Fields is owned by Wider Ambition Ltd, a subsidiary of Wider Plan Ltd. References to the Proprietor mean a Director of Lokrum Fields or a senior representative from Wider Plan with delegated authority.
- 2.11. The Lokrum Fields Senior Leadership Team (SLT) includes the Headteacher, Proprietor, and any member of staff to whom responsibility is temporarily delegated by the Headteacher or Proprietor.
- 2.12. All references to parents within our policies should be interpreted to include parent carers.

3. Definitions

- 3.1. For the purpose of this policy, “bullying” is defined as persistent behaviour by an individual or group with the intent or reasonably assumed awareness of verbally, physically, or emotionally harming another person or group.

- 3.2. Bullying is generally characterised by:
- 3.2.1. Repetition: Incidents are not one-offs; they are frequent and happen over a period of time.
 - 3.2.2. Intent: The perpetrator intends to cause verbal, physical or emotional harm, or could reasonably be expected to be aware that their actions will cause verbal, physical or emotional harm, or has a conscious disregard for the likelihood of their actions causing verbal, physical or emotional harm.
 - 3.2.3. Targeting a specific individual or group.
 - 3.2.4. Power imbalance: Whether real or perceived, bullying is generally based on unequal power relations.
- 3.3. Many kinds of behaviour can be considered bullying, including but not limited to:
- 3.3.1. Treating a person unfavourably because of their appearance, religion, ethnicity, gender, sexual orientation, family background, marital status, pregnancy, disability, SEND or for any other prejudicial reason.
 - 3.3.2. Teasing or name-calling
 - 3.3.3. Physical violence or intimidation
 - 3.3.4. Stealing or damage to property
 - 3.3.5. Cyber bullying, including stalking, hacking, and posting or sending content, which is offensive, indecent, or defamatory.
 - 3.3.6. Emotional bullying, including controlling behaviour and gaslighting.
 - 3.3.7. Making false allegations or defamatory comments
 - 3.3.8. Relational bullying - excluding or isolating an individual, usually through verbal or emotional bullying.
 - 3.3.9. Reinforcing the past or current bullying behaviour of others by repeating behaviour which has previously caused harm.

4. Key roles and responsibilities

- 4.1. The Headteacher is responsible for:
- 4.1.1. Encouraging the reporting of bullying.
 - 4.1.2. Responding swiftly and effectively to any reported or observed bullying.
 - 4.1.3. Providing a point of escalation for students and parents.
 - 4.1.4. Corresponding and meeting with parents where necessary.
 - 4.1.5. Alerting relevant staff and therapists to any incidents of bullying.
 - 4.1.6. Ensuring anti-bullying education and protective behaviours are consistently included in the curriculum.
 - 4.1.7. Supporting students and parents in correspondence and meetings with other professionals and being mindful of the need to mitigate power imbalances.

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4.1.8. Recording all reported incidents on ScholarPack, including which type of bullying has occurred, to allow for proper analysis of the data collected.

4.1.9. Analysing the data in the bullying record at least annually to identify trends, so that appropriate measures to tackle them can be implemented.

4.2. Teachers are responsible for:

4.2.1. Being alert to social dynamics in their class and to potential bullying situations such as exclusion from friendship groups.

4.2.2. Being approachable and sufficiently available for students who wish to report bullying.

4.2.3. Providing or arranging follow-up support after bullying incidents and showing sensitivity to those who have been the victims of bullying.

4.2.4. Reporting any instances of bullying once they have been approached by a student for support.

4.3. Parents are responsible for:

4.3.1. Informing their child's class teacher or the Headteacher if they have any concerns that their child is the victim of bullying or involved in bullying in anyway.

4.3.2. Being watchful of their child's behaviour, attitude and characteristics and informing the relevant staff members of any concerning changes.

4.3.3. Maintaining appropriate confidentiality in relation to other students.

4.4. Students are responsible for:

4.4.1. Providing a supportive environment and being kind to their peers.

4.4.2. Informing a member of staff if they witness bullying or are a victim of bullying.

4.4.3. Not responding to bullying to making counter-threats or by themselves engaging in bullying behaviour.

4.5. All people involved with Lokrum Fields are responsible, within their capacity, for being mindful of the impact of their own behaviour on other people and for making reasonable modifications to their behaviour in recognition of the sensitivities and vulnerabilities of others.

5. Criminal offences

5.1. Some forms of bullying can be a criminal offence. No part of this policy precludes any person from reporting criminal activity to police.

5.2. In the event of Lokrum Fields deciding to involve police in relation to bullying, the Headteacher will first contact the student's parents unless it is an emergency or doing so is reasonably expected to present a safeguarding risk.

5.3. If the police have been called in an emergency, relevant parents will be informed as soon as possible unless doing so is reasonably expected to present a safeguarding risk.

- 5.4. In the event of police becoming involved in an incident or investigation at Lokrum Fields, school staff will endeavour to ensure that the victim, perpetrator, and any witnesses are appropriately supported. This will include ensuring, as far as possible, that police are made aware of students' relevant additional needs, that any interview arrangements are appropriately modified in light of additional needs and that students are accompanied by an adult who they trust.

6. Preventing bullying

- 6.1. All staff will make strenuous efforts to build trusting, communicative, honest, and supportive relationships with students which will enable them to discuss any bullying, whether they are victims, perpetrators or have witnessed an incident.
- 6.2. All types of bullying will be discussed as part of the curriculum, along with protective behaviours.
- 6.3. Diversity and respect are promoted and celebrated in all school activities and through the language used and encouraged by staff.
- 6.4. Staff will encourage students to engage with each other kindly and cooperatively. Unpleasantness between students, including any 'banter' which could be perceived as unkind or prejudicial, will be addressed in line with the Lokrum Fields Behaviour Policy and student profiles.
- 6.5. Staff will encourage the development of positive interpersonal skills through discussion, group activities, modelling behaviour and embedding strategies recommended by therapists.
- 6.6. Students will be supported to recognise their own emotions and needs and the impact of their behaviour and communication on other people.
- 6.7. Classroom and group working arrangements will be modified as necessary to promote positive interactions and limit the likelihood of unhelpful interactions.
- 6.8. Students will be supported to access safe spaces on the premises at any time, to support their emotional regulation.
- 6.9. Students will be provided with appropriate equipment and strategies to assist the management of anger and anxiety.
- 6.10. Staff at Lokrum Fields will be alert to students exhibiting signs of anxiety and will recognise that these may overlap with or disguise signs of bullying or abuse. All staff will be mindful of the risk of incorrect assumptions being made about the cause of signs of anxiety.

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- 6.11. Following any incidents of bullying among students, staff will remain vigilant to the possibility of repeat occurrences.
- 6.12. Staff who are present with students or parents in meetings are expected to intervene as necessary to encourage mutual respect and to prevent any exploitation of a power imbalance or other institutional bullying.
- 6.13. Nothing in this policy overrides the Lokrum Fields Safeguarding Policy. Staff must always report safeguarding concerns, including any concern that a student is a risk to another student.

7. Responding to reports of bullying

- 7.1. All reported or observed instances of bullying will be taken seriously.
- 7.2. If a child has suffered, or is likely to suffer, significant harm, staff should follow the Safeguarding Policy in conjunction with this policy.
- 7.3. Students' confidentiality will be respected as far as possible to encourage students to feel able to report bullying. Incidents will not be discussed unnecessarily with others; however, staff will ensure that students are aware that some information will need to be shared in onward reporting and in addressing the situation and that safeguarding concerns always override confidentiality.
- 7.4. Parents will be informed if their child has been involved in any serious incident unless safeguarding concerns or other restrictions on information sharing make this inappropriate.
- 7.5. Class teachers will investigate any minor incidents. More serious incidents will be investigated by the Headteacher.
- 7.6. Any students involved in an incident, either as a victim, perpetrator, or witness, will be provided with a safe opportunity to contribute to the investigation, separately from other students.
- 7.7. Staff will remain mindful of the content of students' EHC Plans and Ambition Pathways when completing these investigations and make all appropriate adjustments to allow the students involved to participate fully.
- 7.8. If staff need to prompt a student to obtain the full picture, they will be careful to avoid leading questions.
- 7.9. Staff will listen carefully to all accounts, being non-confrontational and not attributing blame until the investigation is complete.

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- 7.10. All students involved will be reminded that it would be inappropriate to discuss the investigation with other students.
- 7.11. Any member of staff who observes or suspects institutional bullying should report it to the Headteacher, who will follow our Safeguarding Policy and raise concerns as appropriate with Wider Ambition HR or, in the case of visiting professionals, with their supervisor or regulatory authority.

8. Addressing bullying

- 8.1. Lokrum Fields recognises that behaviour can be a form of communication and a cry for help. We aim to understand the root cause of behaviour and to target any response accordingly.
- 8.2. The school's response to any incident will be carefully considered and will take into account, as appropriate, the views of Wider Ambition HR and experts involved with the student, which may include their parents, the on-site therapeutic team, and professionals from external agencies.
- 8.3. If staff are satisfied that bullying has occurred, appropriate action will be taken to:
 - 8.3.1. Help the perpetrator to understand the impact of their actions.
 - 8.3.2. Facilitate behavioural change in the perpetrator.
 - 8.3.3. Minimise the likelihood of a repeat occurrence.
 - 8.3.4. Provide appropriate support and education about protective behaviours to the victim.
- 8.4. Staff will respond to perpetrators of bullying in line with the Lokrum Fields Behaviour Policy.
- 8.5. The school's response to the incident will be reviewed by the Headteacher, in conjunction with parents and other professionals where appropriate, with the intention of informing any future response should there be a recurrence.
- 8.6. All students involved in the incident(s) will be provided with ongoing support. This may include additional support from the on-site therapeutic team as appropriate.
- 8.7. Where the Headteacher considers that a student needs support beyond that which can be offered by Lokrum Fields, they will discuss a potential referral for additional support with the student and parents as appropriate and take any further lawful action which they consider necessary in the student's best interests.
- 8.8. Lokrum Fields does not offer places to students who are expected to exhibit behaviour which is likely to have a negative impact on others. Serious or repeated incidents of bullying may result in the perpetrator's placement being ended.

9. Bullying other than at school

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- 9.1. Staff at Lokrum Fields will respond appropriately to any reports of students being involved in bullying outside school
- 9.2. Incidents will be investigated, where appropriate, using the same procedure as if the bullying had occurred within school.
- 9.3. Incidents will be discussed with parents and other professionals, where appropriate, in the same way as if the bullying had occurred within school.
- 9.4. The students involved in the incident will be given the same level of support as if the incident had occurred within school, including assistance to recognise their own emotions and those of others, to recognise the impact of their behaviour and to facilitate behavioural change.
- 9.5. Steps will be taken to ensure the victim feels safe at school and has opportunities to talk to staff and/or therapists about their experience and any further incidents.
- 9.6. Lokrum Fields does not offer places to students who are expected to exhibit behaviour which is likely to have a negative impact on others. In the event of a Lokrum Fields student engaging in serious or repeated bullying outside school which has an impact on another student's ability to attend or learn at school, this may result in the perpetrator's placement being ended.

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Appendix 1 – Bullying Report Form (for use if ScholarPack is unavailable)

Personal details	
Name of person reporting incident:	
Name of student(s) being bullied:	
Gender:	
Year group:	
Class:	
How may we contact you (please circle)?	
At school	At home
Home address:	
Email:	
Telephone:	
Incident details	
What happened?	
Where did the incident take place?	
When did the incident occur?	
Who has been suspected of bullying?	
Did anyone else see the incident?	
According to the victim, how often does the bullying take place?	
According to the victim, how long has the bullying been going on?	