

EAST LONDON ARTS & MUSIC



THE INDUSTRY ACADEMY

ANTI-BULLYING POLICY

Date	Action
7 September 2021	MAT Approved

PRINCIPLES

1. Positive and respectful relationships lead to the best outcomes for all
2. Positive behaviour is encouraged and recognised in line with our behaviour policy
3. Everyone is responsible for the safeguarding and promotion of the well-being of all Trainees and all staff have a duty of care to ensure our Trainees are protected from harm.

1) DEFINITION OF BULLYING

There may sometimes be misunderstanding about the meaning of the term 'bullying'. One-off incidents, whilst they may be very serious and must always be dealt with, do not fall within the definition of 'bullying'.

There are various types of bullying, but most have three things in common:

- It is deliberately hurtful behaviour
- It is repeated over time
- There is an imbalance of power, which makes it hard for those being bullied to defend themselves.

There are various forms of bullying which include:

- Physical – e.g. hitting, kicking, taking belongings.
- Verbal – e.g. name calling, insulting, prejudiced remarks.
- Indirect – e.g. spreading malicious rumours, excluding individuals from social groups, family feuds brought into Academy.
- Cyber – e.g. use of email, social networking sites, mobile phone messaging to spread rumours, make malicious comments. (further information for reference in appendix 1)

2) PROCEDURES FOR DEALING WITH BULLYING

If a trainee is a victim of bullying we encourage them to report these incidents to their form tutor or another trusted member of staff. This can be done in person or via email if necessary.

If a trainee is concerned that another trainee is being bullied but would like to report this anonymously they can report their concern using the "I'm concerned about" form on the ELAM website. Staff, parents and governors will be made aware of this facility.

On receipt of a report of bullying:

- The incidents will be recorded by staff using the Trainee concerns form. This will log the incident with the Pastoral team who will in turn log the incident on the “Serious incident” spreadsheet.
- The member of staff must assure victims of bullying that they have done the right thing in sharing their concern
- Parents should be informed as soon as possible and will be asked to come in to a meeting to discuss the issue if deemed appropriate
- If necessary and appropriate, police will be consulted
- The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly
- An attempt will be made to help the bully (bullies) change their behaviour
- Where appropriate the two (or more) young people will be supported by staff to discuss the issues openly with each other.

Bullying is a serious breach of the ELAM Contract and following appropriate investigation and considering the circumstances and history, any of the strategies that can be applied related to this will be applied. The termination of a trainee’s contract is ultimately at the discretion of the Principal.

4) ROLES AND RESPONSIBILITIES

The Principal is ultimately responsible for the well being of all Trainees and staff. All staff, Trainees, parents and governors should be made aware of the policy alongside awareness being raised of the issues associated with bullying.

The Pastoral and Inclusion Assistant Principal will have responsibility for Trainee well-being and has been designated to oversee the safeguarding and well-being of Trainees. Their role includes the following responsibilities:

- To liaise with the Principal and Designated Safeguarding Leads on all matters regarding the safeguarding of Trainees.
- To ensure all staff are aware of the contents of the ‘Anti-Bullying Policy’ and that its procedures are adhered to, through regular training
- To liaise with appropriate staff to ensure the implementation of whole Academy initiatives to highlight aspects of bullying, including Anti-Bullying Week.
- To ensure the appropriate staff members monitor Trainees involved in bullying and keeps the parents/carers informed.
- To liaise with the police as necessary.

Academy staff have the following responsibilities:

- Staff should be alert to any potential incident of bullying and intervene when instances are noticed
- Minor incidents of disagreement should be addressed by form tutors/subject teachers and can be dealt with effectively by reference to the Eight Essential Rules

Trainees have the following responsibilities:

- Trainees should share any concerns they have about themselves or anyone else at ELAM being the victim of bullying either in person with a member of staff they feel comfortable in approaching or through the anonymous online form
- Trainees should show concern for the happiness and well-being of their peers by treating those around them with kindness and consideration. They should be aware that what one person considers harmless teasing or 'banter' may be received very differently.

5) ALLEGATIONS AGAINST STAFF

ELAM believes that all members of the Academy community are entitled to protection from bullying. Inappropriate behaviour between Trainees or staff will not be tolerated and any concerns or allegations of impropriety will be dealt with quickly, fairly and sensitively through the Grievance Procedure Policy.

Any staff disclosing information, regarding inappropriate behaviour by colleagues, will be listened to and supported by the senior leadership team and governors if appropriate.

EVALUATION AND MONITORING

This policy is a dynamic document and will be updated as new guidance is produced or, in response to research, review or other events that have not previously been covered in depth.

Monitoring of the policy will involve consideration of the following data; any reduction in the number of incidents referred for attention; monitoring individual victims/bullies with a view to improved circumstances; positive feedback from parents, Trainees and staff; monitoring of the willingness in Trainees to report instances of concern; tracking of incidents to inform future decisions on availability of network and infrastructure that can access the internet.