As a Catholic school, we have a duty to make the Gospel present in the lives of young people which includes an environment free from bullying and intimidation.

**Role of Headteacher and Governing Body**

The Headteacher and Governing Body are responsible for the implementation and review of this policy. It will be monitored through the full governing body

The policy will be available on the school website [www.stbedesblackburn.com](http://www.stbedesblackburn.com)

**What is bullying?**

Behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally.

Bullying includes: name calling, taunting or mocking a person’s appearance, manner of speaking, family or ethnic background or their religious practices; hitting or pushing a person with the intention of intimidating or humiliating them; taking belongings; inappropriate text messaging and emailing; sending offensive or degrading images by phone or via the internet; producing offensive graffiti; gossiping; excluding people from groups; spreading hurtful and untruthful rumours.

This policy applies, not only on the school premises, but also on the journey to and from school, off site at lunchtime, on all educational visits/extra-curricular activities (including residential) and on the way to and from activities off site during the school day.

We recognise that bullying incidents, particularly when social networking sites and instant messaging are involved, may have begun outside of school. The school will seek to work with parents and carers to use its influence to prevent further instances and try to achieve reconciliation between students.

**Key practices**

1: To ensure that any pupil who reports bullying will be listened to in a sympathetic manner, and that there will be an investigation into their concerns

2: Within the Curriculum, to raise the awareness of the nature of bullying

3: To ensure the availability of staff to deal with all incidents of bullying and to

 communicate effectively with parents and pupils the results of any investigations

 This will in the main, be dealt with by the Senior Pastoral Team

4: To ensure that all incidents of bullying are recorded.

5: To review, as part of the Senior Pastoral Team’s management brief, all procedures

 relating to the quality of action taken

**Procedures for dealing with incidents:**

1: Every incident to be dealt with as soon as possible.

2: An account of the incident to be recorded in the Pastoral Manager/College

 Leader’s log book.

3: Interviews to be conducted.

4: Parents to be kept informed, usually through College Leaders/Pastoral Managers.

5: The emphasis with offenders should be on accepting the need to change behaviour rather than simple punitive measures.

6: Sanctions are to be used as appropriate.

7: The use of Restorative Justice will be encouraged used as appropriate.

8: Any intervention is to be closely monitored by House Tutors, Pastoral Managers and College Leaders.

9: Bullying as defined above, will be dealt with as effectively as possible on school

 trips/visits through an on-going risk assessment

**Working with victims:**

1: Reassure the victim and listen to their concerns.

4: Look to restore self-esteem and confidence in the victim.

3. Keep them informed of progress and outcomes, as far as possible

**Working with the offender:**

1: Listen carefully and question in a neutral manner.

2: Establish verifiable facts, using witness evidence a required.

3: Inform parents of their child’s actions, discuss at interview if required and seek

 parental support.

5: Aim to establish wrong-doing and the need to change behaviour.

6: Persistent offenders will be seen by the Headteacher.

7: Consider alternative educational provision where appropriate.