



LEITH ACADEMY

Anti-Bullying and Equalities Policy and Procedure – Summary

All pupils and staff have the right to feel happy, safe and included. The school's vision statement is SUCCESS IN LEARNING FOR ALL and our values are: RESPECT, DIVERSITY, HONESTY AND FAIRNESS. In Leith Academy, we strive to create a positive ethos and a climate of respect and trust based on these shared values across the school community, aligned with the principles and practices of Getting it Right for Every Child (GIRFEC) – Scotland's approach to ensuring we provide the best care and support for all our young people in and out of school. We firmly believe that staff and pupils who feel happy and safe in school are more likely to be successful, confident learners and contribute effectively so they are able to reach their full potential.

What is bullying behaviour?

Bullying is both behaviour and impact; the impact is on a person's ability to feel in control of themselves. This is what we call their "sense of agency". Bullying takes place in the context of relationships. It is behaviour that can make people feel hurt, threatened, frightened and left out. This behaviour can take place face to face and online.

What is not bullying behaviour?

We should always remember that young people will tease each other, fall in and out with each other, have arguments, stop talking to each other and disagree about what they like and don't like. This is a normal part of growing up and should be distinguished from bullying. However, in an environment where this behaviour is left unchecked, it can lead to bullying behaviour, making those being bullied feel afraid, uncomfortable and unsafe in their environment.

What is discrimination?

Discrimination is unfair treatment of a person because of who they are or are thought to be. It is illegal to treat someone unfairly or cruelly because of the following Protected Characteristics (in alphabetical order):

- age
- being or becoming a transgender person
- being married or in a civil partnership
- being pregnant or on maternity leave
- disability
- race including colour, nationality, ethnic or national origin
- religion, belief or lack of religion/belief
- sex
- sexual orientation

It is EVERYONE's job to make sure we display and promote positive behaviour, and challenge bullying and discriminatory behaviour.

What do we do to promote positive behaviour and inclusion at Leith Academy?

We are proactive at Leith Academy and there are many things that we do within the school to promote positive relationships. Some examples are:

- We are positive and caring in how we interact with others from the moment they come through the door.
- Bullying as a topic is covered in Key Adult Classes and PSE in all year groups to ensure pupils are familiar with the school policy.

- We discuss rights, responsibilities and treating others with respect in all of our subjects. Our work on becoming a Rights Respecting School is now firmly underway.
- We celebrate diversity in the classroom, in the curriculum, and throughout the year, particularly during key times like our biennial Diversity Celebration, Black History Month and LGBT History Month.
- We praise pupils for positive and inclusive behaviour.

What do we do at Leith Academy when bullying or discriminatory behaviour occurs?

Pupils are asked to:

- Report all incidents and suspected incidents of any type of bullying, discrimination or prejudice that they **experience or witness** to a member of staff, where it is safe for them to do so.
- Support each other and seek help from a member of staff, to ensure that everyone feels safe and nobody feels excluded or afraid in school.

All staff are expected to:

- Treat all allegations and observations of bullying, discrimination and prejudiced behaviour or language seriously.

Parents can help by:

- Encouraging their children to be positive members of the school community.
- Discussing with their child's House Head any concerns that their child may be experiencing.

How we support pupils who experience prejudiced, discriminatory or bullying behaviour:

- We listen to the young person reporting the behaviour.
- We reassure them that they have done the right thing by telling us about this.
- We encourage them to talk about how they feel; we find out what happened and who was involved.
- We involve them in making choices about how the matter could be resolved.
- We discuss strategies for being safe and staying safe.
- We ask them to report any further incidents to us straightaway.
- We affirm that the bullying behaviour can be stopped and that we will persist with intervention until it does.
- We say clearly what will happen next and that we will update them on progress.
- When the incident has been resolved, we monitor and check that bullying has not started again.

What happens next?

- The teacher or member of staff who receives the report of bullying behaviour will record the incident on a [Wellbeing Concern form](#) and discuss next steps with the designated House Head / member of Senior Leadership Team / Equalities Co-ordinator.
- At all times, Child Protection procedures and/or Risk Management procedures will be followed, if necessary.
- In most cases, further investigation will be done by the designated member of Senior Leadership Team / Equalities Co-ordinator or House Head.
- Further investigation may involve:

- Speaking with the young people involved, preserving confidentiality.
 - Speaking with children or young people or others who witnessed the incident, preserving confidentiality.
 - Speaking with parents (*after consultation with the child or young person*).
 - Seeking advice from partner services and relevant organisations.
- In all cases where there may be criminal implications (e.g. sexual assault/harassment or hate crime/speech), the designated member of Senior Leadership Team / Equalities Co-ordinator will report this to Police Scotland.
 - If it is found that bullying behaviour, sexual harassment, prejudice or discrimination has taken place, we will take appropriate and proportionate action.
 - If it is found that bullying behaviour, sexual harassment, prejudice or discrimination has not taken place, we will speak with the child or young person who reported the incident and offer further support if needed.
 - At all times, we will update the child or young person who reported bullying behaviour, prejudice or discrimination.

A pupil who has been on the receiving end of bullying behaviour needs support. There are many strategies we use to provide this at Leith Academy:

- Staff will reassure the pupil that they have done the right thing in informing us of the situation and that we will support them in the bullying behaviour being addressed.
- One-to-one meeting(s) with their House Head, Nurture Base/Centre staff, House DHT or our school counsellor.
- Peer support strategies and, if the pupil wants, we can arrange a restorative meeting with the pupil(s) who carried out the bullying behaviour.
- Involvement of parent/guardian – this includes keeping them informed about what the school is doing to support their child but also what actions Leith Academy is taking with the pupil(s) who displayed the bullying behaviour and the involvement of their parents/guardians in this process.

Our work with pupils who demonstrate bullying behaviour towards others:

- We interview the pupil (or pupils) demonstrating bullying behaviour separately.
- We listen to their version of events and talk to any witnesses.
- We are mindful of the fact that all behaviour is communication and consider what this behaviour may be telling us about the pupil who has demonstrated it.
- We reinforce the message that bullying behaviour is not acceptable, and that we expect it to stop. We seek a commitment to this end.
- We affirm that it is right for pupils to let us know that bullying behaviour has occurred.
- We consider sanctions under our school's Behaviour Policy.
- If desired by the pupil experiencing the bullying behaviour, we offer the chance for a supported restorative meeting.
- We advise those involved that the situation will continue to be monitored to check that it has not started up again.
- If appropriate, we contact the parents of all parties to make sure they know about the bullying – this happens at an early stage.
- If the bullying is in relation to homophobia, biphobia or transphobia, we will deal with this sensitively and ensure that we do not 'out' a pupil without their consent. We will also remind the pupil of the illegal nature of such behaviour in terms of Hate Crime and involve the input and support of our School Link Police Officer.

- If the bullying behaviour is of a racist nature then we will remind the pupil of the illegal nature of such behaviour in terms of Hate Crime and involve the input and support of our School Link Police Officer.
- We offer support to those who have been carrying out the bullying behaviour to ascertain what they need to ensure that it does stop.

Some examples of our actions following a report of prejudiced, racist or bullying Behaviour:

- Restorative practices, including acknowledging grievances.
- Adhering to the guidelines within our “Tackling Racist Incidents” policy.
- Involvement of a parent/carer where appropriate.
- Peer mentoring and mediation.
- Physical separation of person/people presenting bullying, prejudiced or discriminatory behaviour, where necessary and possible.
- Use of Nurture Hub/school counsellor/The Centre to increase confidence and provide support.
- Consequences, including loss of privileges e.g. break and lunch times; attendance at afterschool clubs.
- Assessment of additional support needs, including counselling, for the person experiencing bullying or experiencing prejudiced or discriminatory behaviour or for the person who is displaying prejudiced, bullying or discriminatory behaviour.
- Involvement of other agencies and partners in health, Police and the voluntary sector.
- Referral to specific support service, such as Psychological Services, Education Welfare Service, Social Work or Child and Adolescent Mental Health Service (CAMHS).

