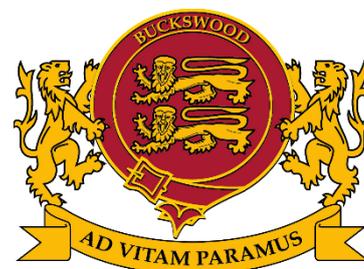


POLICY STATEMENT



Policy	Cyber-Bullying policy
School Department	Safeguarding

Date Written	5 th September 2018
Written by	B.Commane
Approved by	SMT
Date of Approval	17 th September 2018
Next major review date	August 2018
Location and disseminations	A copy of the policy can be found, in the school admin office and on the school website.
The context of the policy and its relationship to other policies	This policy should be considered in conjunction with other written policies on behavior, bullying, health and safety, child protection and safeguarding. Anti-Bullying Policy and KCSIE 2018.

Statement of Intent

School leaders, teachers, school staff, parents and pupils all have rights and responsibilities in relation to cyberbullying and should work together to create an environment in which pupils can learn and develop and staff can have fulfilling careers free from harassment and bullying.

We are committed to providing a caring, friendly and safe environment for all of our scholars so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all scholars should be able to tell and know that incidents will be dealt with promptly and effectively. We are a *TELLING* school. This means that *anyone* who knows that bullying is happening is expected to tell the staff.

It is Buckswood's intent that all staff are aware of the seriousness of bullying and cyber bullying and periodic reviews are held to ensure training is updated and any patterns are illuminated.

Buckswood uses educational elements such as PSHE, assemblies, projects, drama, stories and literature to inform students of the significance of all forms of bullying.

The PSHE plan available on <https://www.buckswood.co.uk/wp-content/uploads/2017/10/PSHEE-planner-17-18.pdf> outlines where elements of cyber safety are embedded in the students' programmes.

Buckswood school will implement sanctions reflecting the seriousness of the incident and to have a deterrent effect.

References to

This policy takes into account:

Keeping Children safe in Education 2018

Working together to safeguard children 2018

Safe to Learn: Embedding Anti-bullying Work in Schools, Section 89 of the Education and Inspections Act 2006,

Equality Act 2010,

Malicious Communication Act 1988

Behaviour and Discipline in Schools: a Guide for Headteachers and School Staff August 2011

Preventing and Tackling Bullying July 2017

Cyber bullying advice for Headteachers and school staff (2014) (Gives advice for parents, teachers and students including helpful online contact details

See also

Anti-bullying Policy, National Minimum Standards for Boarding School (2015 std.12).

Bullying of any kind is unacceptable at Buckswood and if harassment does occur, all pupils should be able to tell and know that incidents will be dealt with promptly and effectively.

Buckswood school will involve parents wherever possible.

The school recognises that under the Malicious Communication Act 1988, it is an offence for a person to send an electronic communication to another person with the intent to cause distress or anxiety, or to send an electronic communication which conveys a message which is indecent or grossly offensive, a threat, or information which is false and known or believed to be false by the sender. We endeavour to educate our pupils to adhere to this Act. Please see also Preventing and Tackling Bullying 2017

The purpose of this document is to ensure students, staff and parents/carers are educated to understand what cyberbullying is and the procedures that are in place to prevent and deal with cyberbullying within the school community.

Buckswood school will take any form of bullying very seriously.

What is Cyber-bullying?

Cyber-bullying is an aggressive intentional act carried out by an individual or group using electronic media repeatedly over time against a victim who cannot defend him or herself. Cyber bullying may include sexual exploitation and harassment, sexual predation, radicalisation. Technology can be a very serious platform for harming groups and individuals and seriously disturbing lives. Seven categories of cyber-bullying have been identified:

- Text messages: sending picture or video-clips
- Phone calling
- Emailing messaging
- Defamatory blogs and trolling
- Personal websites
- Personal space
- On-line personal polling sites

These forms of bullying, regardless of whether or not they take place within school time, have a direct impact on the health and happiness of the intended victims. In the event that such bullying emanates from an individual or group within Buckswood the perpetrators will be subject to disciplinary action.

Cyber-bullying: Counter Tactics

Buckswood recognises the advantages of technology are obvious and, used correctly, are a valuable resource, we are therefore committed to helping all members of the school community understand the benefits and the risks, equipping students with the knowledge and skills to be able to use technology safely and responsibly. Sadly there are those with who will seek to use these forms of communication to hurt people. The advice provided below is offered by Kidscape, a registered organisation whose purpose is to counteract all forms of bullying. You may wish to visit their website at www.kidscape.org.uk for more information. Another good source of advice is www.childnet.com or nspcc.co.uk / child line service.

Filter and monitoring of school systems takes place and this is monitored to pin point inappropriate on line activity. Students should remember that their online profile can be traced on school machines. The school uses smooth wall to filter and monitor inappropriate material that anyone, including staff at the school may access, either with or without intention.

Procedures

Clear pointers regarding how to keep safe and how to respond to problems should they arise are outlined below.

When reporting cyber bullying do not erase the message, do not show others and take screen shots if possible or make a hard copy.

Never pass on any defamatory, abusive or bullying material. To do so makes you as responsible as the person who made the material and you will be treated accordingly by the school.

You should tell the DSL if any of cyber bullying instances occur. There are outside providers too who can help.

Text/Video Messaging

- **Do not reply to abusive or obscene messaging.** Text (known as SMS or EMS) or video messaging (also known as MMS) should contain nothing offensive.
- **Report a problem.** Your mobile service provider, e.g. Orange, T-Mobile, Vodafone etc. should have a number that you can ring to report abusive messaging. Try their website for details.
- **Be careful of your personal details.** Do not give out your phone numbers without care and do not leave your mobile lying around when you are not present.

Chat rooms or Instant Messaging (IM) Do not give out personal information. Buckswood does not recommend the entry to chat rooms.

- **Protect your identity.** Give yourself an alias that does not give out anything about your age, gender or location.
- **Think about what you write.** It is very easy for people to get the wrong idea about what you write or how you write it because they cannot hear the tone of voice it may be delivered in.
- **Never respond to abusive posting.** Ignore it or log off. If you do not take time off and calm down you might end up writing something you will regret. This would only escalate the matter.

Sexting or Youth-produced sexual imagery.

Sexting is when someone shares sexual, naked or semi-naked images or videos of themselves or others, or sends sexually explicit messages. They can be sent using mobiles, tablets, smartphones, laptops - any device that allows you to share media and messages.

Some students can be cyber bullied into participating in this type of behaviour and it can have very serious consequences. Sexting or Youth- Produced imagery is totally unacceptable at the school between people of any gender or age and will be treated as a serious breach of the school rules and the behaviour policy. If you see any instances at the school involving sexting, please report it to the DSL as soon as possible. An investigation will take place. If the allegation of sexting is found to be true SPOA, Single point of Advice will be informed with a SOR and if images of a naked body present, the police may be involved.

Do not enter into any conversations that are of a sexual nature or have sexual images. Report these immediately to the DSL in The Hub.

Email

- **Never reply.** If you receive a nasty or abusive email (known as being flamed).
- **Do not give them the satisfaction of a reaction.** If it is from someone you think you know, like someone at school, they want some kind of reaction, just like they would if they were standing in front of you and bullying you. Do not give them the satisfaction of replying. This may make them stop bothering you.
- **Find out where the email is coming from if they do not stop.** Using an email client like Outlook or Outlook Express, clicking the right mouse button over the email will reveal lots of details about where and who the email came from.

- **Get your parents involved as early as you can.** They can contact the school or the service provider of the sender of the email. Make a hard copy of the material if you can and retain it as evidence.

Spamming

- The email can also come from people that you do not know, as email addresses are fairly easy for companies to obtain on the internet, using software called email harvesters. They are also surprisingly easy for specialists programs to guess.
- **Under no circumstances reply to these types of email.** Even if they have a 'Click here' and 'Stop receiving this email' link – this will just confirm your email address as a real one. The sender can then sell or pass it on to other people and you will be flooded with even more junk and abusive emails.
- You can delete the emails, but if the situation becomes serious, you should save them or print them off so that, if you need to take action, you have some evidence.
 - **Learn more about your email program from the 'Help' menu.** You should be able to find details of how you can create folders, email filters and folder routing. This won't stop the emails, but it can help to shield you from them.

Web

- If the cyber-bully is on a school or community website, do as you would do if the bullying was face to face – tell someone like a form teacher, the Designated Safeguarding Lead or your parents.
- If you are worried about the way someone has been communicating with you online, you can also contact CEOP (Child Exploitation and Online Protection) command via the link <https://www.ceop.police.uk/safety-centre/> or contact the NSPCC at 0808 800 5000.

Following up a Complaint of Cyber-bullying

It is our aim to publicise, to all members of the school community, the signs of cyberbullying and the ways in which it can be **reported**. It is our aim to inform children that asking for help is the right thing to do and shows strength and good judgement. We are a *TELLING* school. This means that *anyone* who knows that cyber bullying is happening is expected to tell the staff.

- The school will talk to all those involved and view the evidence, to discover what has occurred. The feelings of the bully and the victim will be explored. Systems are in place to offer emotional support and guidance to all parties as deemed appropriate.
- A resolution will be proposed and worked towards by the victim and the bully. The situation will be kept under review and a central record will be kept of all cyberbullying incidents. Cases of Cyberbullying will be dealt with through the school's existing Anti-Bullying and Behavioural Policies.

Outcomes

Any cyber-bullying is offensive, and can affect the victim in a negative way so school sanctions will be applied e.g. formal warning, suspension or expulsion and banning from I.C.T. systems at school, in line with Behavioural Policy. Mediation between parties will always be part of the outcome.

Parents are always informed.

Advice to Parents

Monitor the use of the internet at home by requesting to see recent sites used, ask to view the front page of your child's Facebook file, keep access to the internet downstairs in an open environment and avoid having a webcam in the bedroom. If your child looks unusually sad or withdrawn, gently enquire about their changed behaviour. Do not contact the school or encourage your son or daughter to do the same. They may prefer to speak with a student they trust or a trusted member of staff in the first instance. The Designated Safeguarding Lead will be the person at school to contact to report any form of bullying and cyber bullying.

Prevention

The school seeks to inform parents of issues and the latest developments relating to Cyber Bullying, and acknowledges the need to do so, in a world where the rapid development and use of technologies, increasingly exposes children to cyber bullying.