

ANTI-BULLYING POLICY

Including Early Years Foundation Stage

‘Successful schools have policies in place which deal with bullying and poor behaviour which are clear to parents, pupils and staff so that when incidents do occur they are dealt with quickly’

(DfE Document: ‘Preventing and Tackling Bullying’ – July 2017)

‘By effectively preventing and tackling bullying schools can help to create safe, disciplined environments where pupils are able to learn and fulfil their potential’

(DfE Document: ‘Preventing and Tackling Bullying’ – July 2017)

Aims of the Anti-Bullying Policy

To encourage an environment where independence is celebrated and individuals can flourish without fear. As a school we use the principles in the Department for Children, Schools and Families Document: ‘Preventing and Tackling Bullying of 2014.’ The anti-bullying policy is a central part of our safeguarding pupils’ policy.

This policy applies to all Out of School Care provision, including Holiday Club. Where a teacher is referred to below, the Holiday Club Manager or Duty Senior Management Team member should be substituted if necessary.

Definition of Bullying

‘Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.’

Under the Children Act of 1989 a bullying incident should be addressed as a child protection concern when there is ‘reasonable cause to suspect a child is suffering, or likely to suffer, significant harm.’ In such a case local authority Children’s Social Care will be consulted. Any bullying that constitutes criminal behaviour will be reported to the police.

The following statements are important parts of our anti-bullying policy:

- Bullying can be repeated intimidation of a victim that is intentionally carried out by a more powerful person or group in order to cause physical and/or emotional hurt.
- Serious bullying, physical or emotional, can cause psychological damage.
- We aim to ensure that every child, parent and teacher is aware of our acceptable standard of behaviour.
- We consider any repeated action which results in an individual experiencing pain or distress to be bullying.
- Bullying is often motivated by jealousy, insecurity or prejudice.
- The school will follow up all accusations of bullying whether they occur onsite or offsite.
- Specific types of bullying we will act to prevent include the following:

Bullying related to race, religion or culture
Bullying related to gender
Bullying related to special needs and disabilities
Bullying related to appearance or health conditions
Bullying related to transgender status
Bullying related to sexual orientation
Bullying related to home conditions e.g. child having caring responsibilities/being adopted
Sexist bullying
Cyber-bullying – the use of electronic forms of contact to intimidate or upset a pupil
Bullying related to a child being adopted or in care.

Staff should also be vigilant in looking for bullying that stems from an imbalance of power which allows perpetrators of bullying to have control over a relationship. This imbalance may manifest itself in several ways: physical, psychological, intellectual imbalance or social isolation.

If the school becomes aware of an incident involving two pupils at the school this should be followed up and treated as a school issue even if it is occurring off school premises. The following can all be used to bully or intimidate:

- social websites – e.g. Facebook and Twitter
- mobile phones
- text messages
- photographs
- email

By not allowing pupils to use mobile phones in school we can cut down the risk but staff should be especially vigilant on school trips where these rules are relaxed. They should also bear in mind incidents that could stem from bus journeys to or from school or parties/sleepovers. The IT room is constantly monitored by staff and parents are made aware of this form of bullying. Please refer to our e-safety policy for more details. Cyber-bullying can happen 24/7 and staff should make the Headteacher aware of any incident they might hear of which has occurred. Bullying can arise simply because of actual or perceived differences between pupils. Although ensuring immediate physical safety is a first priority emotional bullying can be more damaging. The school's responsibility no longer ends at the school gate. The search powers included in the Education Act 2011 will be used in cases where cyber-bullying is suspected. Please see our e-safety policy for more detail.

Early intervention can help stop negative behaviours escalating and that is why it so important that any incident that might be deemed bullying is entered in the anti-bullying file.

Anti-Bullying Education

Issues to do with bullying are dealt with by PSHE lessons and assemblies. However there will be many occasions when teachers will be able to cover the topic through their teaching. In all we do we should be encouraging pupils to be sensitive, thoughtful and considerate in their behaviour towards others.

Our aim is to ensure that pupils are aware of exactly what constitutes bullying and how to recognise it and deal with it. Topics considered in PSHE are:

- a) Physical and mental bullying. Exactly what constitutes bullying?
- b) The damage caused by name-calling.
- c) Why do people feel the need to bully?
- d) Types of bullying:
 - Physical bullying
 - Mental bullying and teasing
 - Unequal power relationships
 - Prejudice driven bullying
 - Bullying by exclusion
 - Cyber-bullying
- e) Strategies for dealing with bullying.
- f) Bullying in the workplace.
- g) The importance of avoiding prejudice-based language

Pupils are also taught about the differing roles in bullying:

- Ring-leader
- Assistant
- Reinforcer
- Bystander
- Defender

By discussing these issues, and the use of role play, we hope that pupils develop an understanding of just how damaging bullying can be. However, by far the best way of preventing bullying is to ensure that our pupils are being educated in an environment in which there is an ethos of good behaviour and which is permeated by values and respect for staff, other pupils and education itself. From the Early Years we are giving pupils an understanding of how our actions influence the whole school environment and the importance of British values. At least one staff meeting per year will be used to update staff on e-safety issues.

Staff Awareness

All staff should have read the Department for Education Document 'Preventing and Tackling Bullying' which is in the Key Documents file in the staffroom. The Behaviour and Anti-Bullying policies will be discussed annually at a staff meeting and staff should feel free to suggest any ways in which our approach could be improved. They should also remember the importance of reporting any incident of bullying, however minor it may be thought, whether it happened on school premises or not. Staff should remember the importance of being aware of pupils who might be particularly vulnerable to being bullied.

Reporting Bullying

Any pupil who feels that they, or any other pupils, are being bullied are told that they should report it immediately to:

- 1 The Duty Teacher (if on the playground) or Playground Assistant.
- 2 Any teacher or responsible adult (if around the grounds or building during break time).
- 3 The Form Teacher or Subject Teacher (if during or between lesson time).

When a teacher becomes aware of an incident of bullying they should report it to the Headteacher or Deputy Head as soon as possible. They should make sure that they record it in the 'Anti-Bullying File' and the 'Incident File'.

This applies to incidents that happen both in and out of school and cyber-bullying.

School staff have the power to discipline pupils for misbehaving outside the school premises and this includes online.

Any parent or teacher who has concerns over bullying, including cyber-bullying or incidents that occur off school premises (perhaps at a party) should contact the Headteacher or Deputy Headteacher as soon as possible. The bullying incident file is kept in Reception and should be used for any reported incidents. We can then use these records to look for patterns of behaviour and to assess the effectiveness of our approach.

Sanctions for Bullying

It is also very important that the Form Teacher is informed of any bullying incident. The adult informed should act as appropriate at the time and report the incident to the Headteacher or Deputy Head. If it is deemed that bullying has taken place, then the following actions will be instigated:

- 1 The child will be given a verbal warning as to their future conduct and appropriate action will be taken to assist the child in improving his/her behaviour. If the actions were a result of the child's own problems, these will be followed up.
- 2 The child will be given a written warning by the Headteacher and the parents informed with all three parties forming a contract for future behaviour.
- 3 The child will be put on report and the parents informed that the contract has been broken and any further misdemeanour will result in suspension.
- 4 If the offence is serious then the parents will be informed immediately and in extreme cases, the police.
- 5 The child will be suspended from school (or Holiday Club) for a limited period and communication maintained with the parents and the child to ascertain the reasons for this continual behavioural problem with the possible introduction of outside agencies to assist with the problem.
- 6 The child will be asked to leave the School in a clear case of severe and persistent bullying.

Should the level of bullying be deemed to have caused considerable harm to a pupils' wellbeing the school will report the incident to external agencies (eg the police)

It is important that in all cases where a child claims to have been bullied a written record is made and placed in the child's file, bullying incident file and the general incident file. In

cases where a group of children are involved it may be felt desirable to speak to a year group or section of the school.

The Victims of Bullying

In dealing with any case of bullying the effect of the behaviour on the victim will be assessed and support given as appropriate. Any mental health or SEN concerns should be reported and dealt with appropriately.

Staff should also recognise that a child who bullies other children does so for a reason and they too need support. It could be learnt behaviour or a cry for help. After an incident of bullying the needs of both children need to be considered.

Staff Training

Every year the school will carry out an anti-bullying audit which will allow pupils from Year 2-6 to fill in a confidential questionnaire. The results of this audit, together with the Bullying Record, will allow the school to identify patterns of behaviour. On occasions it might be felt appropriate to talk to a particular cohort within the school. The results will also inform the staff training and Anti-Bullying training that will be carried out in a staff meeting.

Staff training will ensure that staff are aware of:

- a. The school's anti-bullying policy
 - b. The need to report and record any incident which might constitute bullying
 - c. The legal requirement that all schools should have measures in place to prevent all forms of bullying including an effective anti-bullying policy
 - d. The legal requirement under the Equality Act 2010 to ensure that adjustments are made for pupils with special educational needs / disabilities
 - e. What to do should staff be aware of cyber-bullying
 - f. How to resolve and prevent problems, including cyber-bullying
 - g. The support that is available to understand the needs and sensibilities of pupils with protected characteristics (eg LGBT or Learning Support)
2. It will also give the staff the opportunity to examine the effectiveness of our strategies in identifying patterns preventing bullying.
 3. The 'Anti-Bullying Audit' will be held in February and reviewed in March for discussion at staff training at the start of the summer term.

It is important to remember the importance of measures we use to reinforce good behaviour. We use assemblies to stress the importance of community-minded behaviour and the 'Community Awards' each week recognise pupils' considerate behaviour towards others. Staff should always be ready to praise a child for thoughtful and tactful behaviour.

Staff are also entitled to work in an atmosphere in which they are free from any form of bullying, whether by other staff, pupils or parents. This includes cyber-bullying and action will be taken should a member of staff be bullied through social networking sites, texting or other forms of e-communication. Teachers should never feel that they should 'suffer in silence' and should report the incident to the appropriate person. We should also be aware that it is possible for parents to try to bully, or intimidate, other people's children. In whatever form it takes bullying is always wrong and needs to be tackled immediately.

WHO CAN I TURN TO? (PUPIL)

If you are ever worried about anything there are many people you can turn to.

- 1 Any older pupil.
- 2 School Monitors are there to help you and will be only too happy to talk and offer you advice or help.
- 3 Your Form Teacher
- 4 Any Teacher
- 5 The Head of Early Years
- 6 The Deputy Head
- 7 The Headteacher

Do not suffer in silence!

WHO CAN I TURN TO? (PARENT)

If your child is in the Infant Department, the Form Teacher should be contacted in the first instance. If further help is needed the Deputy Head should be contacted and then the Headteacher. For Years 3 & 4 the Form Teacher should be contacted in the first instance. If further help is needed the Deputy Head should be contacted and then the Headteacher.

For children in Year 5 or 6 concerns related to specific subjects should be addressed to the subject teacher. If your concern is rather more general then firstly contact the Form Teacher or for further help the Deputy Head and then Headteacher. At the back of the Handbook you will find a full complaints procedure which outlines the approach you should take if you wish to pursue a formal complaint.

Please do not hesitate to contact the school no matter how minor your concern. We would far rather nip a potential problem in the bud than let it develop into a bigger problem. You will find teachers are very anxious to work with parents to ensure that all our pupils are happy and achieving their full potential.

The School complies with Department for Education documents *Preventing and Tackling Bullying* and *Keeping children safe in education* (copies of which are in the Headmaster's office).

WHO CAN I TURN TO? (STAFF)

If you are ever worried about anything there are many people and organisations you can turn to.

1. Staff Welfare Officer
2. Deputy Headteacher
3. Headteacher
4. Governing Body

Do not suffer in silence!

The Anti-Bullying and Behaviour & Discipline policies are referred to in the Staff Handbook and contained in the Parent Handbook. All these policies are also available online. Staff are encouraged to set good examples in their behaviour and our Community Awards and

Celebration Assemblies provide excellent opportunities for promoting and celebrating success.

Please refer to our Behaviour policy and e-safety policy alongside this document.

C D M Gatherer
Headmaster
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