



Anti-Bullying Policy

Because God calls us to fullness of life in Christ we provide varied exciting opportunities for children to achieve highly.

God invites us to promise to keep everyone learning.

Because God calls us to love our neighbour we respect and include each other and develop the skills of confidence, resilience, independence, empathy and understanding.

God invites us to promise to keep everyone included.

Because God calls us to live as faithful members of the community we respect the world around us.

God invites us to promise to look after the world around us.

Because God shows us the best way to live we get to know ourselves and learn how to be safe.

God invites us to promise to keep everyone safe.

Because God calls us to be like him we get to know ourselves and learn to respect the truth.

God invites us to promise to be honest."

Approved by	Approval date	Review date
SDC Meeting	10 th July 2017	January 2019

Document Summary

Who was involved with the development of this policy?

- Children in House Meetings
- Anti Bullying Ambassadors
- Head Teachers and all staff
- Senior Leadership Team
- Approval by Governors

Who should read this policy?

This policy should be read by anyone with an interest in the welfare of the children attending Holy Family Primary School either in a teaching, pastoral, parental, guardian, caring or governor role. The policy is available via the schools website.

The child friendly version of this policy (Stamp Out Bullying Poster) (see appendix one) will be made available to all children at school and all other interested parties.

What is the purpose of this policy?

The purpose of this policy is to prevent acts of bullying against any of the children in the care of Holy Family Primary School and to recognise a cry for help from a child.

Objectives:

- Understand what bullying is
- How bullying should be dealt with
- What we do to ensure bullying does not take place
- What should be done if someone thinks someone is being bullied

What is the scope of this policy?

This policy covers Holy Family Primary School's definition of bullying along with the actions and behaviours that may indicate bullying. It also covers the process and procedures that are put into place in order to prevent acts of bullying or to deal with any incidents that may occur.

How will the school community be consulted as to whether the policy is working?

- Parent questionnaire incorporates safe-guarding questions which will be distributed on an annual basis. Parents will be given a summary of the outcomes
- Questionnaire on bullying given to children on an annual basis Anti bullying Ambassadors will lead an assembly each year, as well as consulting children on how bullying is tackled at Holy Family
- Anti-bullying remains on the House Meeting agenda as a general concern
- E-Safety Committee will ensure Cyber Bullying is discussed in Internet Safety Week

Introduction

Pupils at Holy Family Primary School will be educated in an environment which promotes high standards of teaching and learning.

In order to achieve a good working environment, our school expects high standards of behaviour throughout the school day. When pupils have problems they must feel confident to tell an adult and know what action will be taken.

Bullying is the planned desire to hurt, upset, threaten or frighten someone else repeatedly. Bullying is anti-social behaviour and affects everyone. It is unacceptable and will not be tolerated. Only when issues of bullying are addressed will all pupils be able to fully benefit from the opportunities available at school.

Doing nothing is the worst reaction to being told about bullying. It causes the victims more pain, without resolving their problems and may suggest approval to the bully. Everyone at Holy Family Primary School is committed to ensuring that all who meet and work on our school premises will feel safe and secure.

All staff within school will be issued with a guidance handout (Bullying Leaflet for Staff) (see appendix two) relating to recognising a cry for help and dealing effectively with any child who has reported an incident. All staff are committed to ensuring that all pupils feel safe at school and that their concerns are being addressed and validated.

It is recognised that the Head Teacher and Governing body have a statutory responsibility for school behaviour and discipline, but that all members of the school community accept collective responsibility for the successful implementation of this policy, including the pupils themselves.

Our Anti Bullying Ambassadors

At Holy Family we have an effective Anti Bullying Ambassador Team who led the awareness and prevention of bullying. They lead assemblies and meet regularly to discuss how the school can further improve their anti bullying campaign. They will promote Holy Family as a 'telling school' and are there to support children who may need someone to talk to, as well as report on any bullying incidents. They ensure teachers and all staff are doing everything they can do to stop bullying.

Definition of Bullying

All members of the school community deserve the right to feel valued, equal and respected and be able to come to school without fear. Bullying has a serious effect on a person's self-esteem, emotional and mental health, which in turn prevents them from developing their full potential and can seriously affect their life chances.

Equally the whole school community and bystanders have a duty to be mindful of situations and to act in line with this policy.

Our school's definition of bullying is:

Bullying is ongoing, deliberate behaviour that upsets the victim. It is behaviour that is targeted and selective and can be direct (physical or verbal) or indirect (e.g. being ignored or cyber bullying). It may be one person or a group.

We explain this to the children as 'STOP' (Several Times On Purpose)

Types of Bullying

Bullying can be, but is not limited to:

Physical

Hitting, kicking, stealing, hiding belongings, anything physically unpleasant

Verbal

Name calling, insults, religious taunting, offensive remarks which could be due to appearance of health, teasing, using language which is threatening, coercive, racist, sexist, homophobic, transphobic. This includes attacks on non-English speakers, SEN pupils and those with disability.

Indirect

Spreading rumours or stories, graffiti, threatening or obscene gestures, inciting others to be unkind, excluding, isolating or ignoring another pupil

Extortion

Taking a pupils money or possessions against their will

Cyber

All areas of the internet such as email and internet chat room misuse, mobile phone threats by text messages or calls, misuse of associated technology i.e. camera and video facilities.

Internet: Children will be taught how to be safe on the internet (see our e-safety policy) and encouraged good online behaviours. This is through teaching and national internet safety days. While most incidents of cyber bullying occur outside school we will offer support and guidance to parents and their children who experience online bullying and will treat cyber bullying the same way as any other forms of bullying.

- All forms of bullying will be dealt with equally, seriously and dealt with appropriately.
- It is recognized that bullying is not confined to the school premises and can take place in the community, on the way to and from school and at home.

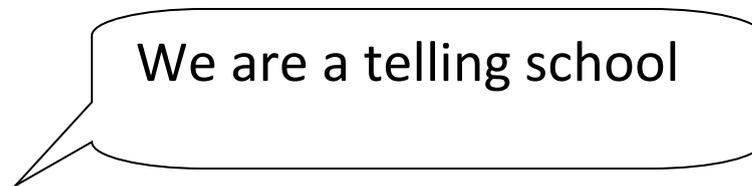
Reporting and Responding to Bullying

Statutory Duty of Schools

Head Teachers have a legal duty under the School Standards and Framework Act 1998 to draw up procedures to prevent bullying among pupils and to bring these procedures to the attention of staff, parents and pupils.

Implementation

Within school we actively promote a culture where children can 'tell' in a supportive environment, without fear of reprisals. We are committed to the creation of positive and safe learning environments for all.



If any child feels concerned about any issue they can approach any adult or trusted friend in our school to report the incident.

How do we know it's bullying?

All adults in school keep a log of any including, no matter how small it may seem at the time, and this helps adults identify bullying. Teachers will also speak to Midday Supervisors, parents and other children to find out exactly what behavior is taking place, to understand the nature of any incidents. This whole school approach helps us identify bullying. Sometimes an ABA informs a teacher of a situation which is investigated.

CPOMs is used to record incidents of bullying.

The following steps may be taken when dealing with incidents:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached
- A clear account of the incident will be recorded and given to the Head Teacher for logging in the incident book kept in their office which all staff can view
- The Head Teacher will interview all concerned and will record the incident
- Class Teachers will be kept informed
- Parents will be kept informed
- Consequences and sanctions will be used as appropriate and in consultation with all parties concerned
- Proven bullying incidents will be logged

Lunchtime Supervision

All supervisory assistants will monitor children's behaviour. They will have clear instructions to report all incidents of bullying to the Midday Supervisor, who will either:

- Report the incident to the Class Teacher, who will take action to deal with the situation and note on the incident record
- Report the incident to the Head Teacher, who will take all appropriate action

If the situation is very serious the Head Teacher will be informed immediately. An incident sheet will be completed with copies to the Head Teacher, Class Teacher and pupil's file.

Proactive and Reactive Strategies – how we ensure it doesn't occur

Proactive Strategies

Our school's proactive strategies include, but are not limited to:

- We are a listening and telling school. This is the message that will be promoted at all times and with all audiences. There is an agreed collective responsibility to address any incidents of bullying observed
- The Anti bullying Ambassadors leading assemblies and be a proactive presence on the playground Regular meetings with the PSW each half term to discuss behaviour
- The issues of bullying will be raised annually in order to maintain awareness of the issue through school assemblies, participation in the national Anti-Bullying Week and as an integral part of our PSHCE curriculum
- This policy will be discussed with all pupils and made available to parents on request. This is to ensure that all pupils understand the school's policy of zero tolerance of bullying and their role in making it a success
- A pupils' version of the policy will be made available in the classrooms (see appendix one)
- The House Teams will include bullying as an agenda item regularly
- Bullying will be addressed throughout the year within the PSHCE curriculum
- On a daily basis numerous, structured, lunchtime activities for all pupils to participate in will be provided – through the Young Leaders Programme led by Year 6, and the two appointed Play workers. The activities will encourage team work and cooperation.
- Anti-bullying training for Governors and relevant staff
- Become actively involved in new anti-bullying initiatives and strategies as they are made available
- Incidents will be logged and monitored on a termly basis by the Head Teacher. The information will be given to the Governing body each term as part of the Head Teachers Report and shared with members of the teaching staff as and when deemed appropriate

Reactive Strategies – What we do if bullying takes place

Our school's reactive strategies include, but are not limited to:

- The first time a pupil is caught they will be issued with a verbal warning. All incidents however small, are logged in a class or headteacher book to be referred to in the future (if needed).
- The second time, a further warning will be issued. A suitable punishment will be implemented e.g. missing a playtime
- If there are further incidents a telephone call will be made to the parents of the bully and the victim, at this point it will be dealt with as an official bullying incident and logged accordingly. Governors are informed of all bullying incidents in the termly Headteachers' Report.
- Following any subsequent incidents, the parents will be asked to come into school to meet with the Head Teacher or Deputy Head Teacher with the pupil present. Ground rules will be laid down (a behaviour 'contract') and this will be explained to the parent and pupil. A further punishment will be issued, for instance exclusion from non-curricular activities or being kept away from pupils at lunchtime and playtimes for a longer period.

Dealing with Extreme Cases

Extreme cases, for instance if a serious act of violence is committed against a pupil, may result in exclusion from school. In these cases the school will follow the LA's Exclusion Policy.

In all cases both the bully and the victim will have the opportunity to explain what happened and will be offered future support as necessary. Witnesses will be interviewed separately. The member of staff dealing with the incident will make notes of what was said and by whom. These will be passed on to the Head Teacher or Deputy Head Teacher as appropriate. A phone call may be made to explain how the school has dealt with the issue, or a parent may be told at the end of the school day when they come to collect their child. Full records of all conversations, comments and actions taken will be kept on file.



STAMP OUT BULLYING STOP

Several Times On Purpose and Start Telling Other People



mean words
being hurt
leaving you out
teasing
ignoring you
laughing at you



Remember it's not your fault;
here are ways to help...

1. tell them to stop
2. move away
3. tell an adult
4. tell a friend
5. talk at home
6. tell as Anti Bullying Ambassador



The adults are here to make
sure you all feel happy and
safe



You need to tell them!

Don't just watch tell and help

Appendix Two – Anti Bullying Leaflet for Staff



Anti-Bullying Advice for Staff, Lunchtime Supervisors and Volunteers

Bullying will always be investigated and acted upon for the following reasons:

- To ensure the safety and happiness of all.
- To help children to do their best at all times in school
- To create good examples for children to follow.

How to recognise a cry for help

Children often give very few clues about being bullied. They may simply complain about being called names, being picked on, or being left out. **A sympathetic response is not always enough.** Members of staff need to enquire whether this sort of thing has happened before, how often, and over what period. Skills of “active listening” need to be employed. Always report an incident to a class teacher because an previous incident may also be logged – it could indicate bullying.



- Items of clothing, property, school work, etc that are damaged or lost more often than you would consider to be normal.
- Frequent injuries to the child (bruises, cuts, etc).
- The child who becomes withdrawn and is reluctant to say why. The child appears tired all the time.
- Educational attainment being slowly or suddenly reduced.
- A reluctance to come to school, unusual poor attendance
- Schools may notice a child who always stayed for lunch no longer does so.
- Depression in the child. Reluctance to eat or play normally. Youngster appears generally unhappy, miserable, moody and/or irritable. Possibly tearful.



Reactive Strategies

Discuss bullying in class so that the children can talk about it. Use language work to explore feelings

Use drama or role-play about bullying as part of the curriculum

Ensure that all pupils and parents know that the school cares about bullying and will take action

Ensure the pupils and parents know whom they can talk to (class teacher, head teacher or trusted adult)

Discuss friendships, how playtimes are spent

Reassure victim that there is nothing wrong with him/her

Advise him/her to play where there are trusted people about

Should bullying reoccur, steps should be taken in line with the school policy on anti-bullying

Break up group dynamics by assigning places to sit in class, extend friendship networks. Raise self-esteem and assertiveness through activities.