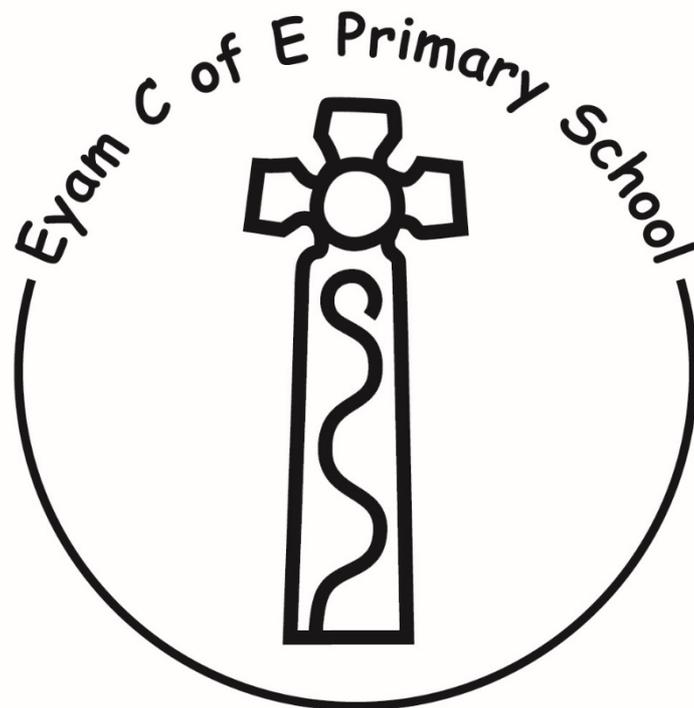


# Eyam C of E Primary School

## Anti-Bullying Policy



Agreed: January 2017

Review Date: January 2018

*Eyam School will be a thriving community built of self-motivated, resilient learners who work together using critical thinking skills to achieve and celebrate success through a culture of respect.*

# **Eyam C of E Primary School**

## **Anti-Bullying Policy**

### **Introduction**

This policy is based on DfE guidelines “Preventing and Tackling Bullying - Advice for headteachers, staff and governing bodies” 2014.

We are committed to providing a caring, Christian, friendly and safe environment for all of our pupils where they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable. We are committed to developing an anti-bullying culture whereby no bullying will be tolerated. If bullying does occur, all pupils should be able to tell and know that incidents will be dealt with promptly and effectively.

ANYONE who knows that bullying is happening is expected to tell the staff.

### **Focus**

Every autumn we focus on friendship throughout the school and review playground safety, carry out a pupil questionnaire and ensure time is given to promote our zero tolerance to any form of bullying.

### **Our school community:**

- Discusses, monitors and reviews our anti-bullying policy and practice on a regular basis.
- Supports all staff to promote positive relationships to prevent bullying and will intervene by identifying and tackling bullying behaviour appropriately and promptly.
- Ensures that pupils are aware that all bullying concerns will be dealt with sensitively and effectively; that pupils feel safe to learn; and that pupils abide by the anti-bullying policy.
- Reports back to parents/carers regarding their concerns on bullying and deals promptly with complaints. Parents/ carers in turn work with the school to uphold the anti-bullying policy.
- Seeks to learn from good anti-bullying practice elsewhere and utilises support from the Local Authority and other relevant organisations when appropriate

## **Definition of bullying**

“Bullying is action taken by an individual or a group, usually repeated over time with the deliberate intention of hurting, either physically or emotionally and involved an imbalance of power” October 2014.

We consider bullying to be

- Deliberately hurtful
- Repeated often over a period of time
- Difficult for the victim to defend him/herself against.

Bullying may take many forms, but the three main types are

- Physical – hitting, kicking, taking belongings, threatening.
- Verbal – name calling, insulting, making offensive, racist or homophobic remarks including sexting and sending offending photographs including online messages.
- Indirect – spreading nasty stories, leaving someone out or encouraging others to do so.

All of the above can now take place online via phones, games and chatrooms : cyberbullying.

## **Why is it important to respond to bullying?**

Bullying hurts. No one deserves to be a victim of bullying, everyone has the right to be treated with respect. Bullying can have an effect on the victim long after it has stopped. Pupils who are bullying need to learn different ways of behaving, as the action demeans not only the bullied but also the bully.

We have a responsibility to respond promptly and effectively to acts of bullying.

## **Aims of the policy**

- To minimise bullying
- To deal quickly and effectively with bullying that does occur

## **Objectives of this policy**

- All governors, teaching and support staff, pupils and parents should have an understanding of what bullying is.
- All governors and staff should know what the school policy is and follow it when bullying is reported.

- All pupils and parents should know what the school policy is, and what they should do if bullying arises.
- All pupils, parents and staff should be supported appropriately when bullying is reported.
- All within the school community understand that bullying will not be tolerated.

### **The role of staff**

- Never ignore suspected bullying
- Do not make premature assumptions
- Listen carefully to all accounts – several pupils all saying the same thing does not mean that they are necessarily telling the truth.
- Adopt a problem solving approach that moves pupils on from justifying themselves.
- Follow up repeatedly, check that the bullying has not resumed.

### **The role of the governors**

- The governing body will support the headteacher in all attempts to eliminate bullying from our school. This policy statement makes it clear that the governing body will not allow bullying to take place in our school, and that any incidents of bullying that do occur are taken very seriously and dealt with appropriately.

### **What pupils should do**

If you are being bullied

- *Try to keep calm* and look as confident as you can.
- *Be firm and clear* and **tell** them to stop – be resilient
- *Get away* from the situation as quickly as possible
- *Tell someone:* a friend, a teacher, a dinner lady, your mum and dad.
- *Keep telling* until something is done about it.

**Everyone** has a responsibility to make sure that bullying does not happen in this school. If you see or hear of someone being bullied, you should tell someone about it, until something is done.

When you tell someone about bullying make sure you tell the truth calmly and clearly. Never make things up or leave things out.

## **Anti-bullying policy: procedures for parents**

### In all incidents

Never ignore what is happening. Do not make premature assumptions. It is easy to focus too much on the punishment of others if your child is being bullied, or to become too defensive if your child is bullying. Usually victims of bullying **just want it to stop**. Therefore work with the school to adopt a problem solving approach which gets bullying to stop and proper relationships to be restored.

### If your child is being bullied

- If your child tells you they are being bullied, listen carefully to what they say.
- Make a note of what your child says, with as much detail as possible. (Tip: don't ask leading questions – your child might say what they think you want to hear.)
- Reassure your child that they were right to tell. Praise them for their bravery. Build their self-image as much as possible. Make sure they are not blaming themselves.
- Explain that any more incidents should be reported to their class teacher immediately.
- Make an appointment to see your child's teacher.
- Explain to the teacher the problems your child is experiencing.

### When talking to the teacher:

- *Try to stay calm:*
- Your child's teacher may have no idea that your child is being bullied or may have heard conflicting accounts of an incident.
- *Be as specific as possible* about what your child says has happened. (dates, places and names)
- *Make a note* of what action the school intends to take.
- *Ask if there is anything you can do* to help your child or the school.
- *Stay in touch* – let the teacher know if things improve, stay the same or deteriorate.

### If you think your concerns are not being addressed

- Talk to the headteacher
- If still not satisfied contact the chair of the governing body (If you do not know who that is ask at the school office)

### If your child is bullying others

- They may not realise what they are doing, or the effect it is having
- They may be copying other people e.g. older brothers, sisters or friends.
- They may be having difficulties they find it hard to deal with.

- *Talk to your child, explaining that bullying is unacceptable and makes others unhappy.*
- Make an appointment to discuss with your child's teacher what needs to be done to resolve the situation.
- Keep checking that the bullying is not recurring.
- Give your child plenty of encouragement when they are co-operative or kind to others.

### **Anti – bullying policy: procedure for teachers**

#### In all incidents:

Never ignore what is happening. Do not make premature assumptions.

#### When talking to children

- Try to establish the facts as agreed by all.
- Let each child speak in turn without interruption from others.
- Remember that bullied children may be afraid to say too much.
- Record what has happened in the incident book: check for previous incidents.
- *Make sure that the children know that you think bullying is completely unacceptable*
- Sanctions in line with school behaviour policies
- Work towards the restoration of proper relationships.
- Praise honesty and bravery.
- Inform the parents, unless in your judgment the matter is very minor.
- Reassure the pupil, providing support
- Restore self-esteem and confidence.

#### When talking to parents

- If a parent comes to report bullying, listen carefully to what is being said and make notes of the main details.
- Remember that the parent may be under emotional strain.
- Speak calmly.
- Let parents know that you will investigate and will get back to them. (If possible set a date and time)
- Let them know that you think bullying is completely unacceptable.
- Be supportive, but let the parents know that you have to investigate before knowing what action should be taken.

#### At the end of an investigation

- Apply sanctions as appropriate.
- Inform parents of your actions.
- Try to reconcile the pupils concerned.
- Monitor the situation closely for some weeks to prevent re-occurrence; then at less frequent intervals.
- Inform the headteacher of what has taken place.

- If children continue to report bullying after the all the children have been reminded about the procedure then both parents will be informed in writing by the Headteacher and this will also be reported to the Governors. Sanctions will need to be applied.
- If the situation does not improve then there will be a formal meeting in school. At this stage a Governor may be asked to attend.
- At each stage it is anticipated that a solution will be found to work towards the restoration of proper relationships.

### **Anti – bullying policy: - procedures for lunch time supervisors**

#### In all incidents

Never ignore what is happening. Do not make premature assumptions.

#### When talking to children

- Listen carefully to what they say, try to establish the facts of what has happened.
- Relate any tales of bullying to the class teacher/s.
- Reassure the child that something will be done about it.
- Keep a close watch on the child until you can approach the teacher.

#### If you witness any bullying

- Intervene to prevent any further bullying
- Separate the children concerned.
- Give support as necessary
- Refer the matter to the class teacher/s as soon as possible.
- Continue to monitor the situation over the following days.

### **Anti – bullying policy: - procedures for governors**

- The governing body will monitor incidents of bullying and review the effectiveness of the policy regularly. The governors require the headteacher to keep accurate records of all incidents of bullying and report to them any incidents of repeated bullying. The governors also require the headteacher to report to them on the effectiveness of this policy
- The governing body will respond within ten days to any request from a parent to investigate incidents of bullying. In all cases the governing body will notify the headteacher and ask him/her to conduct an investigation into the case and to report back to a representative of the governing body.

## Outcomes

1. Those who have been bullying will be asked to genuinely apologise. This may be verbal or in the form of a letter or card.
2. Other sanctions may be applied; loss of playtime, particular facilities at playtime (e.g. football), extra duties within school (e.g. tidying some area)
3. In very serious cases, suspension or even exclusion will be considered.
4. If possible, the pupils will be reconciled.
5. After the incident has been investigated and dealt with, the situation will be monitored to ensure repeated bullying does not take place.
6. A record will have been made in the Behaviour Incident Book.

## Involvement of pupils

We will:

- Regularly canvas children and young people's views on the extent and nature of bullying.
- Ensure that all pupils know how to express worries and anxieties about bullying.
- Ensure that all pupils are aware of the range of sanctions which may be applied against those engaging in bullying.
- Involve pupils in anti-bullying campaigns in schools and embedded messages in the wider school curriculum.
- Publicise the details of help lines and websites.
- Offer support to pupils who have been bullied and to those who are bullying in order to address the problems they have.

## Liaison with parents and carers

We will:

- Make sure that key information (including policies and named points of contact) about bullying is available to parents/carers in a variety of formats.
- Ensure that all parents/carers know who to contact if they are worried about bullying.
- Ensure all parents/carers know about our complaints procedure and how to use it effectively.
- Ensure all parents/carers know where to access independent advice about bullying.
- Work with all parents/carers and the local community to address issues beyond the school gates that give rise to bullying.
- Ensure that parents work with the school to role model positive behaviour for pupils, both on and offline.

## **Links with other school policies and practices**

This Policy links with a number of other school policies, practices and action plans including:

- Promoting Positive Behaviour policy
- Complaints Policy
- Safeguarding and child protection policies
- Confidentiality Policy
- e-Safety (Online Safety) and Acceptable Use Policies (AUPs)
- Curriculum Policies such as PSHE and citizenship and computing
- Keeping Children Safe In Education

## **Prevention**

We will ensure that the anti- bullying message is well known in the school by:-

- Highlighting the policy at Assemblies.
- Inclusion of different aspects of behaviour within the PSHE curriculum.
- Discussing and writing a set of school or class rules.
- Writing stories or poems or drawing pictures about bullying.
- Reading stories about bullying
- Discussions during circle time
- Making up role plays
- Staff to receive sufficient training to deal with incidents of bullying.

## **Review**

This policy will be reviewed annually in the Autumn Term.

This policy relates to the Safeguarding Policies Keeping Children Safe.

Appropriate Use Of IT

Equality Policy

Prevent Guidelines

## Appendix

### *Signs and symptoms*

A child may indicate by signs or behaviour that s/he is being bullied. Adults should be aware of these possible signs and they should investigate if a child:

- Is frightened of walking to or from school
- Changes their usual routine
- Is unwilling to go to school
- Becomes withdrawn, anxious, or lacking in confidence
- Starts stammering
- Attempts suicide or threatens to run away
- Cries themselves to sleep each night or has nightmares
- Feels ill in the morning
- Begins to do poorly in their schoolwork
- Comes home from school with clothes or books damaged
- Has possessions “go missing”
- Asks for money or starts stealing
- Has dinner money or other money continually “lost”
- Has unexplained cuts or bruises
- Comes home hungry (money/lunch been stolen)
- Becomes aggressive, disruptive or unreasonable
- Is bullying other children or brothers and sisters
- Stops eating
- Is frightened to say what is wrong
- Gives improbable excuses for any of the above

These signs or behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.