

**PARK END
PRIMARY SCHOOL**



Anti-bullying policy
January 2014
Teacher responsible - Mrs C Harrison

ANTI-BULLYING POLICY

Introduction

- This document is a statement of the aims, principles and strategies for anti-bullying at Park End Primary School.
- It was reviewed in spring 2014 and should be used in conjunction with employer and employee duties - Appendix 1.

Aims of the Policy

The aim of our anti-bullying policy is to prevent bullying and to ensure that all pupils learn in a supportive, caring and safe environment. It is used in close conjunction with some of our other policies, such as PSHCE, behaviour, ICT, safeguarding and child protection.

In order to prevent bullying, we:

- Raise awareness about bullying and the school's anti-bullying policy
- Increase understanding for victims
- Teach pupils about their relationships with others through the curriculum
- Write a set of class rules, one of which specifically addresses bullying
- Write stories or poems or drawing pictures about bullying
- Read stories about bullying or having them read to a class or assembly
- Make up role-plays
- Have discussions about bullying and why combating bullying matters

Definition of bullying

Bullying is deliberately hurtful behaviour repeated over a period of time. Ofsted defines bullying as 'aggressive or insulting behaviour by an individual or group, often repeated over a period of time that intentionally hurts or harms'. It is difficult for victims to defend themselves against it. This can include bullying of or by children, staff or parents. We use the word 'STOP' which stands for 'Several Times On Purpose' and 'Start Telling Other People': this helps children understand bullying as repetitive and on-going incidents and also reminds them to tell an adult who can help sort it out.

Bullying can include:

- Verbal: name calling, malicious gossip, teasing
- Physical: jostling, punching, kicking
- Indirect: intimidation, ostracising
- Theft
- Damaging someone's property
- Violence and assault
- Cyberbullying – Appendix 2

Bullying can be related to:

- Race
- Sexual orientation
- Homophobia
- Disability
- Appearance
- Health
- Home circumstances

Behaviour Policy

Our school behaviour policy counteracts bullying by ensuring a calm, safe supportive atmosphere pervades the school. It does this by outlining:

- What is acceptable behaviour
- A system of rewards for good behaviour
- The range of disciplinary sanctions

Symptoms of bullying

Early signs that a child is being bullied could be:

- The child becoming withdrawn
- A deterioration in the child's work
- Erratic attendance or spurious illness
- Persistently arriving late at school
- General unhappiness or anxiety
- The child wanting to remain with adults

Physical symptoms could include headaches, stomach aches, fainting, fits, vomiting or hyperventilation. Victims can become depressed and this can continue into their adult lives. They can want to take their own lives.

Strategies to combat bullying

- Awareness raising
- Circle of friends
- Support groups
- Mediation by adults
- Mediation by peers

Awareness Raising

Children who are victims of bullying or perpetrators of bullying will be brought to the attention of the whole staff at staff meetings

Circle of Friends

A small number of pupils volunteer to form a circle of friends for a vulnerable pupil to help improve the pupil's level of inclusion and acceptance and to increase insight into his or her feelings and behaviour.

Support Groups

The support group for a bullied pupil includes those involved in the bullying. The aim is to get the bully to identify with the victim and then to help resolve the problem.

Mediation by adults

Members of staff can help establish ground rules between pupils who are being bullied and the pupils who are doing the bullying to help them co-exist in school.

Responding to incidents of bullying, reporting and recording

Children can report bullying by speaking to a member of staff in school. Under such circumstances, all other children involved in the incident will be spoken to in order to find out exactly what happened and it will be recorded in each child's behaviour profile by the class teacher, who can check for any previous issues and look for patterns emerging. If it is perceived as a bullying incident (in line with our definition of bullying), it will be recorded in the school's bullying record book/log (and the racist behaviour comment book if necessary) which is kept in the staff study room. It will then be checked and countersigned by the headteacher or deputy headteacher, who will decide on the appropriate way of dealing with the incident.

Bullying incidents are monitored on a termly basis so that any patterns can be recognised and teachers can be made aware of specific children and/or locations around school where they might need to be extra vigilant.

Dealing with bullying incidents

In dealing with bullying incidents, we will observe five key points.

- We will not ignore bullying.
- Staff should not make premature assumptions.
- All accounts of the incidents should be listened to fairly.
- We will make every effort to adopt a problem-solving approach which encourages pupils to find solutions rather than simply justify themselves.
- We will follow up to check bullying has not resumed.

Formal Action

If pupils do not respond to preventative strategies to combat bullying, we will take formal action to stop bullying behaviour.

- **A series of consequences** dependent on the age and stage of children involved.
- **Contact parents.** An informal discussion with parents either at the end/start of the day. Class teachers record in profile that parents have been spoken to (logged). Staff will be alerted to bullying concerns during team meetings.
- **Parents sent for** to discuss with HT and Class teacher if bullying persists
- **Exclusion** If bullying persists exclusion procedures may be followed. The steps involve internal exclusion, fixed term or permanent exclusion.

Each case will be dealt with on an individual basis, with particular sensitivity shown with regards to cases of SEN or where children are going through difficulty at home.

In some cases, classes, year groups or phases will gather all of their children together in order to discuss specific incidents that have caused concern. This will ensure that both pupils and staff are aware of the issue, given the same information about it and are supplied with advice so that they know how to deal with it should it continue or happen again.

Advice to a child who has been bullied

We will tell our children not to suffer in silence. This will be reinforced through general day-to-day teaching and specifically the PSHCE curriculum.

We use the word '**STOP**' which stands for 'Several Times On Purpose' and 'Start Telling Other People'. This helps children understand bullying as repetitive and on-going incidents and also reminds them to tell an adult up who can help sort it out.

During a bullying incident, pupils will be advised to:

- Try to stay calm and look as confident as they can
- Be firm and clear and look the bully in the eye and tell them to stop
- Get away from the situation as quickly as they can
- Tell an adult what has happened straight away

After a bullying incident, pupils should:

- Tell a teacher or other adult at school
- Tell their family
- Take a friend with them if they are scared to tell an adult by themselves
- Use the worry box to report an incident if they would prefer to
- Not blame themselves for what has happened
- Be given support to overcome the incident

When they talk to an adult about the bullying, pupils will discuss:

- What has happened to them
- How often it has happened
- Who was involved
- Where it happened
- Who saw what happened
- What they have done about it already

Worry box: if children would prefer, they can report any worrying incidents that they have witnessed or been involved in themselves through the use of our worry box. This is placed in the 'chill and chat' room and is monitored by our learning mentor on a daily basis.

The role of parents

Bullying is everyone's problem. All staff, pupils and parents should be aware that bullying exists and share a commitment to combat it and to make the school a happier place for everyone.

When, after discussion, we confirm a child has been bullying we will contact the parents to discuss the issues. We will ask parents to:

- Talk to the child and explain that bullying is wrong and makes others unhappy
- Show the child how to join in with others without bullying
- Make an appointment to see the child's teacher or form tutor as soon as possible, and explain the problem and discuss how the school and the parents together can stop the bullying
- Talk to the child regularly about how things are going at school
- Give the child lots of praise and encouragement when they are being kind and considerate to others.

We will also contact the parents of the child being bullied, with explanations of the situation and what we are doing to resolve it.

From this sanctions and outline plans will be agreed.

We will follow up the bullying child's behaviour and further bullying could result in exclusion.

We will ask parents to contact the school if they suspect their child is being bullied.

Parents of a bullied child should:

- Talk to the child calmly about it and reassure the child that telling them about it was the right thing to do
- Make a note of what the child says
- Explain that the child should report any further incidents to a teacher or other member of staff straight away
- Make an appointment to see the child's teacher as soon as possible

Prevention of bullying

In order to prevent bullying incidents, we:

- Have a peer support system in place during playtimes and lunchtimes. This is delivered by Year 5 and 6 volunteers and led by our learning mentor, who 'trains' the children. They learn how to become good listeners and how to help younger children who are maybe feeling unhappy or left out on the playground. They report any major issues to the duty teacher and any minor concerns are noted in the 'playground buddy' comment booklet, which is read by the learning mentor, who speaks to children where necessary.
- A robust PSHCE curriculum, which is taught on a weekly basis in every classroom and follows the SEAL guidance and go-givers material.
- Hold an anti-bullying celebration week every year in line with national anti-bullying week.
- Carry out an annual survey with all parents and Year 5 and 6 children, which has the ability to highlight any problems that may be arising and need addressing.
- Have a focus group that meets every term to review our policy, discuss any issues, look at data from the surveys and think of ways to raise awareness and involve parents.
- Have teachers monitoring the playground and teaching assistants monitoring the corridors during playtimes; midday assistants monitoring these during lunchtimes; and a senior member of staff monitoring the dinner hall.

Monitoring and review

- This policy will be reviewed annually by the anti-bullying focus group and agreed by the headteacher and governors.
- Parents and upper key stage 2 children will be surveyed annually using the BIG survey.
- Survey data will be reflected upon by focus group members and in staff meetings in order to establish any causes for concern that need addressing.
- Parents will be informed of any news in terms of our anti-bullying work in school.

Equal Opportunities

We endeavour to treat all children fairly according to their needs and in accordance with school policy.

Appendix 2

What is Cyberbullying?

"Cyberbullying is the use of Information Communication Technology (ICT) particularly mobile phones and the internet to deliberately upset someone" DCSF 2007

How is Cyberbullying different?

Bullying is bullying wherever and however it take place – Cyberbullying is a method of Bullying that is concerned with the use of ICT to upset, threaten or humiliate someone.

- Cyberbullying can take place 24/7 in any location
- Cyberbullying can occur on vast and rapid scale
- Electronic content is very hard to control once it has been posted and can never be guaranteed to be removed totally from circulation
- Bullies can take actions to attempt to be anonymous and can feel "distanced" from the incident
- "Bystanders" can easily become perpetrators
- The 'profile' of a Cyberbully or a target varies - age/size is not an issue
- Cyberbullying incidents can be used as evidence
- Cyberbullying can occur unintentionally often due to a lack of awareness/empathy - "It was only a joke"

Preventing Cyberbullying

- The school raises awareness and promotes understanding about cyberbullying within curriculum delivery and the Social and Emotional Aspects of Learning (SEAL) programme.
- Each year group follow the progression in skills for ICT to teach about e-safety
- Parents are provided with e-safety information in order to further educate children at home
- Education and discussion around the responsible use of technologies and e-safety are key to preventing cyberbullying and helping children and young people deal confidently with any problems that might arise, whether in or out of school
- Learners, parents and staff are all aware of the different ways available to report cyberbullying incidents
- Mobile phones are not allowed in school and chartroom access is blocked on the school internet
- Access to emails is through Mgrid, which is monitored for misuse and users are advised to communicate only with trusted sources
- Staff receive external training from a CEOP trained educational development adviser.

Responding to cyberbullying

- Children are advised not to retaliate or reply; provide advice on 'blocking' or removing people from 'buddy lists'; and ask them to think carefully about what private information they may have in the public domain.
- Once the person responsible for the cyberbullying has been identified, it is important that, as in other cases of bullying, sanctions are applied. Steps should be taken to change the attitude and behaviour of the bully, as well as ensuring access to any help that they may need. Park End Primary school has existing sanctions in place for bullying behaviour, and these will apply equally to cyberbullying.
- Steps are taken to identify the person responsible for the bullying. Steps can include looking at the school system and computer logs; identifying and interviewing possible witnesses; and, with police involvement, obtaining user information from the service provider.
- Cyber bullying should be recorded in the bullying book.