



## Anti Bullying Policy

### School Vision, Values and Aims

Our school vision, values, aims and motto are rooted in the Church of England's Vision for Education; *Deeply Christian, Serving the Common Good.*

**"An outstanding, values driven school, preparing children for modern Britain and a changing world."**

At Leckhampton Church of England Primary School, the children are at the heart of all we do and we believe that every child deserves the opportunity to be happy, feel valued and experience success. Our school actively celebrates the dignity and worth of each individual. Everyone is welcome into our school family and we aim to support all children in developing a love of lifelong learning, supported by our four Christian values.

**Respect    Compassion    Responsibility    Perseverance**

These values are supported by our school aims;

- Develop values for life, enabling all pupils to respect themselves and others.
- Develop children's' understanding of what it means to be part of a community and how they can make a difference.
- Provide outstanding teaching and learning experiences which develop compassionate, confident and resilient learners.
- Provide a curriculum which is inspiring, creative and progressive.
- Equip our children with the skills needed to become curious, independent, lifelong learners.
- Provide an indoor and outdoor environment which stimulates curiosity and confidence.
- Positively establish strong links with schools and communities in other countries.
- Strengthen our engagement with the local Church and Diocese and other faith groups.
- Promote sustainability and ecological awareness.
- Provide professional development and training opportunities for staff and governors.
- Drive forward positive changes and support one another along the journey.
- Manage our financial and environmental resources responsibly; providing a safe, stimulating, eco-friendly and sustainable environment with the highest level of staffing and continued professional development.

**Policy Approved April 2018**

**To be reviewed April 2019**



## **Aims and purpose of the policy**

- To ensure a secure and happy environment free from threat, harassment, discrimination or any type of bullying behaviour.
- To create an environment where all are treated with dignity and respect and where all members of the school community understand that bullying is not acceptable.
- To ensure a consistent approach to preventing, challenging and responding to incidents of bullying that occur.
- To inform pupils and parents of the school's expectations and to foster a productive partnership to help maintain a bullying-free environment.
- To outline our commitment to continuously improving our approach to tackling bullying by regularly monitoring and reviewing the impact of our preventative measures.

## **Definition of Bullying**

Bullying is hurtful, unkind and threatening behaviour which is deliberate and repeated. Bullying can be carried out by an individual or a group of people towards another individual or group, where the bully or bullies hold more power than those being bullied. If bullying is allowed it harms the perpetrator, the target and the whole school community and its secure and happy environment.

The nature of bullying can be:

- Physical (e.g. hitting, kicking, pushing or inappropriate/unwanted physical contact)
- Verbal (e.g. name calling, ridicule, derogatory language, comments)
- Cyber (e.g. messaging, social media, email)
- Emotional/indirect/segregation (e.g. excluding someone, spreading rumours)
- Visual/written (e.g. graffiti, gestures, wearing racist insignia)
- Damage to personal property
- Threat with a weapon
- Theft or extortion
- Persistent bullying

Bullying can be based on any of the following things:

- Race (racist bullying)
- Sexual orientation (homophobic or biphobic)
- Special educational needs (SEN) or disability
- Culture or class
- Gender identity (transphobic)
- Gender (sexist bullying)
- Appearance or health conditions
- Religion or belief
- Related to home or other personal circumstances

- Related to another vulnerable group of people
- Or there may be no apparent reason for bullying, but the school will still follow the same procedures

## **Reporting bullying**

All members of our school community have a responsibility to report bullying. Pupils are encouraged to tell a member of staff if they think that they or a peer is being bullied.

### **Roles and Responsibilities**

- Staff. All staff have a duty to challenge bullying (including homophobic, biphobic and transphobic bullying (HBT) and associated language), report bullying, be vigilant to signs of bullying and play an active role in the school's efforts to prevent bullying.
- Senior Leadership Team. The SLT together with the Head Teacher have overall responsibility for ensuring that the anti-bullying policy is followed by all members of staff and that the school upholds its duty to promote the safety and wellbeing of all pupils.
- Parents/Carers have a responsibility to look out for signs of bullying (e.g. distress, feigning illness, lack of concentration). School actively encourages Parents/Carers to support their child in reporting the bullying at the earliest opportunity. There are also a number of websites and organisations (listed at end of policy) available to families which may offer help and support.
- Pupils. Pupils should understand what constitutes bullying. They should not take part in any form of bullying among their peers. Pupils should never be bystanders to incidents of bullying. They should offer support to the victim and encourage them to report it to a member of staff.

### **Guidance to staff on Procedures and Recording**

Some incidents are isolated and are as a result of “falling out” or a misunderstanding and can be resolved quickly and easily, without a need for formal recording or reporting to the Senior Leadership Team (SLT). If the incident falls into this category please make sure you deal with the incident effectively and in line with the positive behaviour policy. Children must feel that their complaint has been dealt with properly. If you are unsure what to do, please seek advice.

The recording of more serious or recurring incidents is vital as it allows school staff to identify patterns of behaviour. When a serious or recurring incident occurs the following steps must be taken when dealing with it:

As a member of staff who has been approached about a bullying incident, or who has witnessed one, you must investigate immediately as follows:-

- Listen to the child reporting the incident and make sure that they feel that their concerns are being taken seriously. Ensure that this conversation happens in a place where the child feels safe and is able to share their views openly.
- Record the incident in the Incident Log which is kept in the Head Teacher’s office.
- Check through to establish if there are any previous incidents involving the same children.

- If you feel that this is one of a number of incidents, or particularly severe, refer immediately to a member of the SLT by completing the Incident Referral form. These are also kept in the Incident Log Folder.
- Once a referral to the SLT has been made, a thorough investigation of the incident involving all parties will be undertaken by the SLT and recorded in writing in the appropriate section of the referral form.
- The Head Teacher should always be made aware of any incidents which have been dealt with by the SLT.
- After the investigation has taken place, a decision should be made as to whether a case of bullying is taking place. If this is the case, the parents of the perpetrator will be invited to discuss the situation with the Head Teacher or Assistant Head Teacher, as appropriate.
- Actions should be set including solutions to resolve the situation and measurable outcomes.
- Parents of the bullied child must be kept informed of the whole process including the actions set to support their child and it is vital that they feel satisfied with the way the incident has been dealt with.

If an allegation of bullying is made by a parent, full written details should be taken and referred to the Head Teacher or Assistant Head Teacher who will then complete the Bullying Allegation Form and investigate thoroughly.

When the Head Teacher is satisfied that measures put in place to resolve any bullying have been successful, an evaluation will be completed and the outcome communicated to parents.

**It is important to highlight that the school can only deal with actual events and facts rather than supposition and all allegations are investigated fairly.**

### **Support to pupils**

Pupils who have been bullied will be supported by:

- Being offered an immediate opportunity to discuss the experience with a member of staff in a quiet, comfortable place.
- Reassuring the pupil.
- Offering continuous support and ensuring that key actions set at the time of reporting are followed through.
- Restoring self-esteem and confidence e.g. through use of in class circle time.
- Offering opportunities to rebuild the relationship with the other pupil when they feel able to.

Pupils who have bullied will be helped by:

- Discussing what happened
- Discovering what led the pupil to become involved
- Establishing the wrong doing and the need to change their behaviour
- Providing them with support through teaching them ways to change their behaviour e.g. teaching choices and consequences, self-esteem work
- Discussing with parents or guardians to support them in knowing how to help change the attitude and behaviour of the pupil

## **School Strategies to Prevent and Tackle Bullying**

We use a range of measures to prevent and tackle bullying including:

- Our school vision is at the heart of everything we do and ensures that all members of the school family are treated with dignity and respect.
- The PSHE programme of study includes opportunities for pupils to understand about different types of bullying and what they can do to respond and prevent bullying. It also includes opportunities for pupils to learn to value themselves, value others and appreciate and respect difference. It develops pupil's understanding of thoughts and feelings and the impact that their behaviour can have on others.
- Collective worship explores the importance of inclusivity, dignity and respect as well as other themes that play a part in challenging bullying.
- Through a variety of planned activities and time across the curriculum pupils are given the opportunity to gain self-confidence, self-belief and develop strategies to speak up for themselves and express their own thoughts and opinions.
- Circle time provides regular opportunities to discuss issues that may arise in class and for teachers to target specific interventions.
- Stereotypes are challenged by staff and pupils across the school.
- We develop a pupil charter which reflects the School's anti-bullying policy and ensures all pupils understand how to recognise and report bullying. This Charter is created by the Pupil Parliament and shared in Collective Worship as a reminder of the school policy that bullying is not acceptable in our school family.
- Pupils are involved in developing anti-bullying initiatives through consultation with the Pupil Parliament.
- Each year the school holds an Anti-Bullying Week, where specific activities are planned to highlight the skills and qualities needed to be a good friend and to promote strategies for dealing with issues ranging from minor falling out to bullying.
- Working with parents and carers and in partnership with community organisations to tackle bullying where appropriate.

### **Training**

The Headteacher is responsible for ensuring that all school staff receive regular training on all aspects of the anti-bullying policy.

### **Monitoring the Policy**

The Headteacher, supported by SLT, is responsible for monitoring the policy on a day-to-day basis and for monitoring and analysing the recorded data on bullying. Incidents of bullying are reported to Governors on a termly basis.

### **Evaluation and reviewing**

The Headteacher is responsible for reporting to the governing body on how the policy is being enforced and upheld, via the termly report. The governors are in turn responsible for evaluating the effectiveness of the policy via the termly report and by in-school

monitoring such as learning walks and focus groups with pupils. If further improvements are required the school policies and anti-bullying strategies are reviewed. The policy is reviewed every 12 months in consultation with the whole school community including staff, pupils, parents, carers and governors.

This policy should be read in conjunction with our Child Protection (Safeguarding) Policy and Behaviour Policy.

### **Relevant Websites and Organisations for Parents**

[www.antibullyingalliance.org.uk](http://www.antibullyingalliance.org.uk)

Bullying UK

Kidscape

BBC-Schools Parents

National Children's Bureau

Childline

ThinkUKnow? [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk) (Child Exploitation and Online Protection Command)

Kidsmart [www.kidsmart.org.uk](http://www.kidsmart.org.uk) Internet Safety

Netsmartz Kids [www.netsmartzkids.org](http://www.netsmartzkids.org) (age 5-10)

Netsmartz Tweens [www.nsteens.org](http://www.nsteens.org) (age 8-12)

Internet Matters (advice for parents about cyberbullying)

## INCIDENT REFERRAL FORM

DATE OF INCIDENT	
TIME OF INCIDENT	
NAMES OF CHILDREN INVOLVED	
BRIEF SUMMARY OF THE INCIDENT	
REASON FOR REFERRAL TO SLT	
TO WHOM HAS THE REFERAL BEEN MADE	
HAS THE HEADTEACHER BEEN ALERTED	
BRIEF SUMMARY OF RESULTING ACTION	
<b>FOLLOW UP</b> <b>BULLYING STOPPED – YES/NO</b> <b>FURTHER ACTION TO BE TAKEN;</b>	
<b>COMMENTS:</b>	

### **BULLYING ALLEGATION FORM**

DATE OF INCIDENT	
CONCERN REPORTED BY POSITION	
NAMES OF CHILDREN INVOLVED	
BRIEF SUMMARY OF THE ALLEGATION	
BRIEF SUMMARY OF INCIDENT RESULTING FROM INVESTIGATION	
<b>DETAILS OF ACTION TAKEN – please highlight those actions taken</b> <ul style="list-style-type: none"> <li>• Checked for earlier incidents involving same pupils</li> <li>• Notified parents/carers</li> <li>• Individual discussion with pupils involved</li> <li>• Group discussion with pupils involved</li> <li>• Notified class teacher</li> <li>• Medical treatment</li> <li>• Specific support from staff</li> <li>• Follow up date set</li> </ul>	