St Anne’s Primary School

Anti-Bullying Policy
September 2018
Introduction

St Anne’s Mission statement is: ‘Let Trust Respect and Love live here’ and our Vision is: ‘With Jesus in our hearts we learn and grow’.

The statement underpins the fact that we are committed to providing a caring, friendly and safe environment for all of our pupils so they can develop and learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our School as any form of bullying is a sign of a lack of respect for others. If bullying does occur, all pupils are able to inform key members of the community and know that incidents will be dealt with promptly and effectively.

St Anne’s is committed to the Government’s Anti-Bullying Charter and adopts a proactive approach to anti-bullying education, including dedicated PSHE time, School Council discussions, assemblies, RE guidance, a comprehensive e-safety and anti-bullying programme of events and other cross-curricular approaches.

Governments must do all they can to ensure that children are protected from all forms of violence, abuse, neglect and bad treatment by their parents or anyone else who looks after them. (Article 19: UN Convention on the Rights of the Child)

Links with other policies

This policy should be read in conjunction with other school policies, particularly:

1. E-Safety
2. Behaviour and Attendance (including Rewards)
3. Special Educational Needs
4. Safeguarding
5. Teaching and Learning
6. Equality
7. Keeping Children Safe in Education
8. Citizenship
9. PSHE
10. Staff Development
11. Staff code of conduct
12. Complaints Procedure

What is Bullying?

Bullying is repeated behaviour which causes emotional or physical harm to another person. Bullying results in pain and distress to the victim.
Bullying can be:

- **Emotional** - being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- **Physical** - pushing, kicking, hitting, punching or any use of violence
- **Racist** - Racial taunts, graffiti, gestures
- **Sexual** - Unwanted physical contact or sexually abusive comments
- **Homophobic** - Because of, or focussing on the issue of sexuality
- **Verbal** - Name-calling, sarcasm, spreading rumours, teasing
- **Cyber** - All areas of the internet, such as email & internet chat room misuse
  Mobile threats by text messaging & calls
  Misuse of associated technology, i.e. camera & video facilities

**Why is it Important to Respond to Bullying?**

Everybody has the right to be treated with respect. Pupils who are bullying need to learn different ways of behaving.

We, as a School community, have a responsibility to respond promptly and effectively to issues of bullying.

**Objectives of this Policy**

- All directors, LGB members, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is.
- All directors LGB members, and teaching and non-teaching staff should know what the School policy is on bullying, and follow it when bullying is reported.
- All pupils and parents should know what the School policy is on bullying, and what they should do if bullying arises.
- As a School we take bullying seriously. Pupils and parents should be assured that they will be supported when bullying is reported.
- All members of St Anne’s community understand that bullying will not be tolerated.

**Signs and Symptoms**

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

- is frightened of walking to or from School
- changes their usual routine
- is unwilling to go to School (School phobic)
- begins to truant
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to underachieve in School work
- comes home with clothes torn or books damaged
- has possessions which are damaged or "go missing"
- asks for money or starts stealing money (to pay bully)
- has unexplained cuts or bruises
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- regularly forgets their equipment (PE kit etc)
- if a child does not keep in touch with friends outside of school
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous & jumpy when a cyber-message is received
- doesn’t want to use or look at their phone or leaves it switched off

School Systems and Procedures

All pupils are placed in year groups where they have the support of a member of the teaching staff, they experience PSHE, British Values and E-safety lessons. They are taught the importance of respect for others, tolerance and empathy for others. The school mission of ‘Let trust respect and love live here’ plays an integral role in the messages that are delivered to pupils and the manner in which they treat each other as a child of God. The school runs a buddy scheme between YR and Y6 pupils. Kindness and respect are the foundation of the Mission Statement and at the core of all experiences in the school. These values underpin everything that happens in our school.

An E-safety programme of events for staff and pupils is followed yearly and the school holds the prestigious E-Safety Mark. All pupils are keenly aware that bullying in any form is not tolerated. Data shows that bullying incidents are few in the school and that, where they do occur, they are dealt with swiftly and effectively. Pupils are supervised at all times and in all areas including lunch and break times. Physical violence is very rare. The school environment is clean and conducive to learning. The school environment fosters positive emotions with clear messages on positive behaviour.
All behaviour incidents including different categories of bullying are recorded centrally by all staff and follow ups to bullying incidents are also recorded.

Professional development for all staff in safeguarding including e-safety and protection of pupils in vulnerable groups is prominent.

Procedures
If a pupil is being bullied, or suspects that another pupil is being bullied, they must:

1. Report the incidents to parents or staff.
2. Once reported, the person concerned has a duty to inform the Headteacher.
3. In all cases of bullying, the incidents will be recorded, investigated (with all those concerned seen) and appropriate action taken by the Headteacher.
4. In serious cases, parents of both the victim and the bully should be informed and will be asked to separately come in for a meeting to discuss the problem. Possible sanctions include missing outside playtimes and exclusion from School.
5. If necessary and appropriate, police will be consulted
6. The bullying behaviour or threats of bullying must be investigated and the bullying stopped immediately
7. An attempt will be made to help the bully (bullies) change their behaviour
8. Any evidence of further bullying will be treated very seriously, including the possibility of exclusion from School
9. The school has a complaints procedure available via the school website.

Continuous Bullying Habits

The school will consider whether continuous bullying habits might be the result of unmet educational or other needs.

Pupils who exhibit continuous bullying habits will be supported through a variety of mechanisms such as:

- Individual Support Plan
- One to one support
- Counselling
- Referral to support workers such as the Parent Support Worker, EWO, School Nurse etc.
- Early Help action Plan
- Any other suitable intervention
Monitoring for E-safety

All e-communications used on the school site or as part of school activities off-site are monitored and restricted if necessary. Pupils are told not to respond to abusive emails, text messages or phone calls.

Staff responsibilities

These include:

- teaching children safe internet etiquette
- applying School policy in monitoring electronic messages and images (as explained above)
- keeping up a dialogue with parents about emerging technologies their child might be using
- ensuring parents know what steps to take if they suspect their child is being cyber-bullied or is bullying someone else

Advice for parents and pupils

Parents are advised to use parental control software, and their children to use moderated chat rooms. Parents are encouraged to contact the school if their child experiences problems with cyber-bullying.

Young people are advised not to respond to abusive emails, text messages or phone calls, but to tell an adult (preferably a parent or teacher) and to contact their service provider for advice on how to block calls. They should keep emails and texts as evidence for tracing and possible police action.

This policy recommends that young people keep to public areas of chat rooms and never give out contact details online or post photographs of themselves.

Monitoring, Evaluation and Review of this Policy

The Headteacher will monitor this policy on an on-going basis. Evaluation procedures include regular discussion at School Council, SLT, Local Governing Board (LGB) and Director level. Parental comments regarding the policy are welcome at any time and an annual report to Directors is produced on the implementation of this policy.

This policy is reviewed bi-annually by Directors, LGB, staff, pupils and parents. The policy is then shared with the school community via the school website. Any important amendments are advertised to all parties via the school newsletter and parents receive a personal letter indicating the details of any changes.
APPENDIX A – ADDITIONAL GUIDELINES

IF WE COME ACROSS BULLYING WHAT CAN WE DO?

First Steps:— Do
- remain calm, you are in charge. Reacting emotionally may add to the bully’s fun and give the bully control of the situation,
- take the incident or report seriously,
- take action as soon as possible,
- consider if the action needs to be private or public; who are the pupils involved?
- reassure the victim(s), don’t make them feel inadequate or foolish,
- offer concrete help, advice and support to the victim(s).

Make it plain to the bully that you disapprove.

- encourage the bully to see the victim’s point of view, - punish the bully if necessary,
- explain clearly the punishment and why it is being given.

Involving others:—
Do
- inform the Headteacher/Deputy Headteacher.
- inform colleagues if the incident arose out of a situation where everyone should be vigilant, e.g. unsupervised toilets,
- if the Headteacher/Deputy Headteacher etc. think the incident is serious enough, both sets of parents will be informed,
- the Headteacher/Deputy Headteacher will record the incident on SIMs (simply who was involved, where and when it happened, what happened, action taken and any follow up).

IF WE HAVE TO DEAL WITH BULLYING, WHAT SHOULD WE AVOID?

DO NOT:
- be over-protective and refuse to allow the victim to help him/herself,
- assume that the bully is bad through and through; try to look objectively at the behaviour, with the bully,
- keep the incident a secret because you have dealt with it,
- try to hide the incident from the parents of the victim or of the bully,
- call in parents without having a constructive plan to offer either side.