

## **ANTI-BULLYING POLICY Introduction**

This document is a statement of the aims, principles and strategies for anti-bullying at Lakes Primary School.

The policy is reviewed every 12 months, in consultation with the whole school community including staff, pupils, parents, carers and governors.



## **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. Our school is a place where every person has the right to be themselves, to be included and to learn in a safe and happy environment. Everyone at our school is equal and treats each another with respect and kindness. 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
- Embed healthy relationships online throughout our curriculum

## **Definition of bullying**

Bullying is deliberately hurtful (physically or mentally) behaviour repeated over a period of time. In school, we use the term STOP 'Several Times on Purpose' with the children so they can identify whether they perceive it to be bullying. This can include bullying of or by children, staff or parents.

The nature of bullying can be:

- **Physical** – such as hitting or physically intimidating someone, or using inappropriate or unwanted physical contact towards someone.
- **Attacking property** – such as damaging, stealing or hiding someone's possessions.
- **Verbal/Emotional**– such as name calling, spreading rumours about someone, using derogatory or offensive language or threatening someone.
- **Psychological** – such as deliberately excluding or ignoring people.
- **Cyber** – such as using text, email or other social media to write or say hurtful things about someone.

(Online abuse-Appendix 1)

Bullying can be based on any of the following things:

- **Race** (racist bullying)

- **Religion or belief** (racist bullying)
- **Culture or class** (racist bullying)
- **Gender** (sexist bullying)
- **Sexual orientation** (homophobic or biphobic bullying)
- **Gender identity** (transphobic bullying)
- **Special Educational Needs (SEN) or disability**
- **Appearance or health conditions**
- **Related to home or other personal situation**
- **Related to another vulnerable group of people**

No form of bullying will be tolerated and all incidents will be taken seriously- either of or by school staff whether by pupils, parents or staff.

### **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 throughout school and to support the bullied child**

#### **Awareness Raising**

Regularly throughout whole school assemblies and through PSHCE lessons, appropriate behaviours and expectations will be discussed based on our school values with reminders of the consequences that will incur for children showing bullying behaviour. Visitors regularly come into school for specific workshops on types of bullying and actions children should take to keep safe e.g. NSPCC for cyber bullying and 'Show Racism the Red Card' for racist bullying.

Children who are victims of bullying or perpetrators of bullying will be brought to the attention of the whole staff at staff meetings. Teachers will have been using CPOMS before this point which is the software application for monitoring child protection, safeguarding and a whole range of pastoral and welfare issues- all teachers have a log in and monitor any concerns that they have daily for the attention of teachers and the Headteacher and Deputy Headteacher.

#### **Circle of Friends- during ELSA sessions**

A small number of pupils 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. This would be arranged with class teacher and Mrs Calvert who is the school ELSA (Emotional, Literacy, Support Assistant) and will be arranged in 6 week blocks and amended as needed.

#### **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.

#### **Mediation by peers (peer led initiatives)**

During playtimes and lunchtime, children in KS2 are chosen as 'Buddies' to help support younger children and their peers, helping with any incidents that may occur alongside the lunchtime supervisors and encouraging appropriate play. They may help resolve any issues between friends and would consult with adults with more serious concerns.

#### **Responding to incidents of bullying, reporting and recording**

**PUPILS WHO ARE BEING BULLIED:** If a pupil is being bullied, they are encouraged to not retaliate but to tell someone they trust about it such as a trusted adult (including class teacher), a family member or friend. They are also encouraged to report any bullying incidents in school:

- Report to a teacher - their class teacher or any other teacher
- Tell a 'Buddy' who in turn can help them tell a teacher or staff
- Tell any other adult staff in school - such as lunchtime supervisors, Teaching Assistant or the school office
- Tell an adult at home
- Report anonymously
- Call ChildLine to speak with someone in confidence on 0800 1111

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 on CPOMS 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 on CPOMS for the attention of the headteacher and deputy headteacher, who will decide on the appropriate way of dealing with the incident.

Parents are always welcome in school and are encouraged to speak to teachers as well as the Deputy and Head teacher for any concerns or questions. If parents have concerns about bullying, they should voice initial concerns with the class teacher so that it can be reported on CPOMS and dealt with to establish the situation with all children involved.

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 the following key points:

- We will not ignore bullying.
- Staff should not make premature assumptions.
- All accounts of the incidents should be listened to fairly with responses given sensitively towards children with special needs or other additional difficulties.
- We will make every effort to adopt a problem-solving approach which encourages pupils to find solutions together and allow them to exert responsibilities in deciding on appropriate consequences and sanctions.
- We will follow up to check bullying has not resumed.
- We will involve parents and speak to them, either with their child present or privately, when appropriate so as to inform them of the incident/s.

### **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 following school procedure** dependent on the situation and those children involved.
- **Contact parents.** An informal discussion with parents either at the end/start of the day. Class teachers record on CPOMS that parents have been spoken to. Staff will be alerted to bullying concerns during team meetings and to relevant members of staff within school.
- **A bullying incident plan** is completed by the class teacher to monitor the situation with all children involved, parents informed and any additional incidents recorded after. This is stored centrally in a folder with the Deputy Headteacher or Headteacher.
- **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. In some cases, classes or year groups 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 promote our school values for all children to ensure that they understand what it means to be a good friend. We regularly speak about what it means to be bullied and what it may look like so that children understand what it is. This will be reinforced through general day-to-day teaching and specifically the PSHCE curriculum. Every year, we take part in Anti-Bullying week with the children so they can identify what bullying is and recognise different types of bullying. We have a cycle of workshops booked in with NSPCC for all year groups and we have worked with Show

Racism the Red Card with UKS2 so that children again have a clear understanding of all areas.

### **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
- Arrange with school to discuss how they and school together can stop the bullying
- Talk to the child regularly about how things are going at school

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 with 'Buddies'. 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 mentioned during Buddy meetings regularly with Mrs Calvert.
- A robust PSHCE curriculum, which is taught on a weekly basis in every classroom and follows the SEAL guidance.
- Hold an anti-bullying celebration week every year in line with national anti-bullying week.
- Difference and diversity are celebrated across the school through diverse displays, books and images. The whole school participates in events including Anti-Bullying Week, Show Racism the Red Card
- The school values of equality and respect are embedded across the curriculum to ensure that it is as inclusive as possible.
- Carry out an annual survey with all parents and Year 5 and 6 children (through BIG survey) 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.

- Ensure teachers monitor the playground during playtime and lunchtime duties. Lunchtime supervisors monitor these during lunchtimes (updating regularly with Mrs George); and a senior member of staff monitors the dinner hall.

### **Staff training**

- All staff are all informed on how to correctly add any concerns or incidents onto CPOMs to monitor all children.
- Annually, staff are trained in anti-bullying practice including; the different types of bullying, examples of what may be seen, appropriate terminology to use and the formal actions within school that are to be used. For serious bullying incidents (including racist or homophobic), staff are informed of how to appropriately complete forms to report and the procedure needed to be carried out.

### **Monitoring and review**

- This policy will be reviewed annually by the anti-bullying focus group and agreed by the headteacher and governors. They will discuss the policy and how effective it is within school with any comments on improvements/alterations to be made.
- 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 as well as how it may affect the policy.
- Parents will be informed of any news in terms of our anti-bullying work in school.
- Successes of the BIG Award will be celebrated within school.

### **Equal Opportunities**

We endeavour to treat all children fairly according to their needs and in accordance with our Equality and Diversity Policy, promoting equality and celebrating differences.

### **Roles and Responsibilities**

Staff and Governors with responsibility for bullying prevention:

Deputy Head teacher

Executive Head teacher

Chair of governors

## **Appendix 1**

### **What is online abuse?**

#### **How is online abuse different?**

Bullying is bullying wherever and however it take place - Online abuse is a method of bullying that is concerned with the use of computers to upset, threaten or humiliate someone.

- Online abuse can take place 24/7 in any location
- Online abuse 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
- Online abuse incidents can be used as evidence
- Online abuse can occur unintentionally often due to a lack of awareness/empathy - "It was only a joke"

#### **Preventing Online abuse**

- The school raises awareness and promotes understanding about online abuse within curriculum delivery and the Social and Emotional Aspects of Learning (SEAL) programme.
- Each year group follow the progression in skills for Computing 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 online abuse 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 online abuse incidents
- Mobile phones are not allowed in school and chat-room access is blocked on the school internet
- E-safety is further promoted through annual activities across school during Safer Internet Day.

#### **Responding to online abuse**

- 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 online abuse 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. Existing sanctions are in place for bullying behaviour, and these will apply equally to online abuse.
- 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 incidents should be recorded on CPOMS.

