



# Worksop Priory C of E Primary School

## Anti-bullying Policy

### Introduction

At Worksop Priory C of E Primary School the emotional well-being and happiness of pupils is a high priority, therefore, our aim is to provide a safe, caring, friendly and supportive environment, in which all children feel able to discuss and resolve any conflicts or issues in an open, honest and non-confrontational way. We believe by offering this caring, family atmosphere we will enable them to learn effectively, improve their life chances and maximise their potential; every individual needs to be valued for their contribution to the ethos and success of the school.

We expect pupils and adults in our school to: feel safe in school; be aware of and understand issues relating to safety, (such as bullying); feel sure, should they need to resolve any worries, concerns or conflicts, that they will receive the support that they need and will feel confident that should they need to report any bullying behaviour, any issues will be dealt with fairly and promptly.

### Development of the policy

This Policy was formulated in consultation with the whole school community and everyone was given the opportunity to participate in its development.

Pupils were able to communicate their opinions: through group discussions in SEAL lessons and circle times; by talking to other pupils (the School Council and the Priory Carers - Negotiators); during Pastoral Care sessions with the Pastoral Care Team, (including the Anti-bullying Coordinator) and through the completion of a questionnaire. The Priory Carers - Negotiators and School Council took part in a focus group to discuss the issue of bullying in their school. With the help of the Anti-bullying Coordinator, they have developed a child-friendly version of the Anti-bullying guidelines that (once the Policy is approved by the Governors), will be displayed in prominent places around school. A special Citizenship Assembly is planned for early Spring Term 2012, where the Policy will be introduced to the rest of the school by the Pastoral Care Team.

Adults, including parents, all members of staff (both teaching and non-teaching) and the Governors, were given the chance to discuss the issues involved in bullying and express their views and concerns at parents' meetings, Staff meetings, individually with the Anti-bullying Coordinator and through the completion of a questionnaire. They were asked to contribute to the development process by being invited to join a focus group, which produced a parent-friendly version of the Anti-bullying guidelines for the parents/carers of pupils to use. This includes information, such as: how the school defines bullying; what signs to look for; what they should do if they believe their child is the target of bullying, or if they believe their child might be bullying another pupil. When approved by the Governors, the full Policy will be presented to adults working in School at a Staff meeting. The parent-friendly version of the guidelines will be sent to parents/carers, as well as being displayed in prominent places around the school; should they wish to read the full Policy this will be made available for them to do so. In Spring Term 2012 they will be invited to attend a Parent Workshop to discuss the Policy and clarify any aspects or terminology they do not understand eg. Conflict Resolution, Restorative Justice, Pastoral Care etc.

### Roles and Responsibilities

#### **The Head Teacher**

The Head Teacher has overall responsibility for the Policy and its implementation. Their role includes the responsibility for liaising with the Governing Body, parents/carers, LA and outside agencies, and also the appointment of an Anti-bullying Coordinator, who has general responsibility for the implementation of this Policy.

## **Anti-bullying Coordinator**

The Anti -bullying Coordinator in our school is: Mrs L J Howard

Their responsibilities are as follows:

- Policy development and review - involving pupils, staff (teaching and non-teaching), Governors, parents/carers and relevant local agencies.
- Implementing the Policy, monitoring and assessing its effectiveness in practice.
- Ensuring evaluation takes place and that this informs Policy review.
- Managing bullying incidents.
- Managing the reporting and recording of bullying incidents.
- Assessing and coordinating training and support for staff and parents/carers where appropriate.
- Coordinating strategies for preventing bullying behaviour.

## **Governor - Anti-bullying (Behaviour)**

The nominated Governor with responsibility for the implementation of the Anti- bullying Policy and Behaviour in our school is: Mrs H Hurt

## **Definition of Bullying**

At Worksop Priory C of E School we believe that bullying is:

'Behaviour by an individual or group usually repeated over time, that intentionally hurts another individual or group either physically or emotionally'

*'Safe to Learn: embedding anti-bullying work in schools (2007)'*

Bullying differs from the normal teasing and disagreements between friends, or other types of aggressive behaviour when:

- There is a deliberate intention to hurt or humiliate the other person.
- There is a power imbalance that makes it hard for the victim to defend themselves.
- (Usually) It is repeated or persistent.

Occasionally, if it fulfils all the other descriptions of bullying, an incident may be deemed to be bullying, even if the behaviour has not been repeated or persistent. This possibility should be considered, particularly in cases of sexual, sexist, racist or homophobic bullying and when children with disabilities are involved. If the victim might be in danger, then intervention is urgently required.

## **What does bullying behaviour look like?**

Bullying behaviour can include:

- Name calling
- Taunting
- Mocking
- Making offensive comments
- Physical assault
- Taking or damaging belongings
- Cyber bullying - inappropriate text messaging and emailing; sending offensive or degrading words or images by phone or via the Internet
- Producing offensive graffiti
- Gossiping and spreading hurtful, and untruthful, rumours
- Excluding people from groups.

Although bullying can occur between individuals, it can often take place in the presence (virtually or physically) of others who become the 'bystanders' or 'accessories'.

## **Why are children bullied?**

Specific types of bullying include:

- Bullying related to race, religion or culture
- Bullying related to special educational needs or disabilities
- Bullying related to appearance or health
- Bullying relating to sexual orientation
- Bullying related to home circumstances, young carers or looked after children
- Sexist or sexual bullying.

There is no hierarchy of bullying - all forms are taken equally seriously and dealt with appropriately.

Bullying can take place between:

- Pupils
- Pupils and staff
- Between staff
- Between parents and staff
- Individuals or groups

## **Reporting and Responding to Bullying**

The whole school community (pupils, staff, parents/carers, Governors) is aware of the systems in place, through which they can report bullying.

Posters around the school encourage:

- Pupils who are the victims of bullying behaviour
- Staff and visitors
- Parents/carers
- Bystanders who have witnessed bullying behaviour

to report the bullying behaviour/incident to either a Class Teacher, the Pastoral Care Team or the Anti-bullying Coordinator.

## **Procedures**

All reported incidents will be taken seriously and investigated; this process will involve all the relevant parties concerned in the incident.

The following process will be followed when pupils are involved:

- The incident is reported by the victim, other pupils, staff or parents/carers to either a Class Teacher, Teaching Assistant, Lunch Time Supervisor, Office Staff, Head Teacher, Senior Leadership Team, Priory Carer - Negotiator, the Pastoral Care Team or the Anti-bullying Coordinator.
- Initially, the incident will be investigated by the Pastoral Care Team (which includes the Anti-bullying Coordinator) to ascertain that bullying has actually taken place. A record of this investigation will be kept in the Pastoral Care Log Book; this can be made available for parents/carers to view if required.
- After this preliminary investigation, all parties concerned in the incident will be interviewed by the Pastoral Care Team/Anti-bullying Coordinator/Senior Leadership Team and a record kept of the interviews on a Bullying Incident Form.
- The parents of the victim and the bully involved in the incident will be informed either by telephone, in person or by letter.
- The Anti-bullying Coordinator will liaise with the Class Teacher, SLT and Head Teacher, who will be kept fully informed of the progress of the situation and its eventual resolution.
- A range of responses appropriate to the situation will be used: circle of friends, support from the Priory Carer - Negotiator Team, individual/group work with victim/perpetrator in Pastoral Care sessions and referral to outside agencies (if appropriate).

- The school has zero tolerance towards bullying behaviour, which is outlined in the Behaviour Policy. Should the bullying persist, there is a clear system of school sanctions, which will be applied when necessary.
- All incidents are followed-up by the Pastoral Care Team to make sure that the bullying has ceased, does not reoccur and to give on-going support for both the bullied and the bully.
- If the bullying incident has been reported by another pupil, staff member or parent/carer then they are kept informed of the progress and outcome of the situation.

If adults are involved the process will be the same, but the Head Teacher and SLT will be informed immediately so that they can be involved in the investigative process.

### **Recording bullying incidents and evaluating the policy**

Bullying incidents will be recorded on a Bullying Incident Form and stored by the Anti-bullying Coordinator; information and additional details will be supplied by the person to whom the incident is originally reported.

The information stored will be used to: ensure individual incidents are investigated and resolved; identify trends; inform preventative work in school, so that appropriate information, training and support can be provided to both staff and pupils, and to inform further development of the Policy.

This information will be presented to the Governors as part of the Annual Report.

The Policy will be reviewed and updated annually.

### **Strategies for preventing bullying**

As part of the continuing commitment to the safety, welfare and happiness of pupils at Worksop Priory C of E Primary School the following strategies have been implemented to promote positive behaviour and to discourage incidents of bullying:

- The Pastoral Care Team (two members of staff who have attended training courses on Counselling Skills, Bereavement etc), are available for pupils who are experiencing difficulties. Here they are given the support and opportunity, through discussion and the development of appropriate strategies, to resolve problems and issues in a non-confrontational way,
- The Priory Carer - Negotiator scheme, which is a peer mediation scheme accredited by 'The Peer Mentoring and Friendship Foundation'. This is run by trained pupils and it enables children to independently resolve minor conflicts and friendship issues on the playground.
- Priory Pals, which is a Playground Buddying scheme, so that all pupils have someone to play with.
- The School Council, which gives all pupils a voice in school, and is where any issues can be raised.
- An annual Anti-bullying Questionnaire for the pupils, staff and parents/carers, so that attitudes towards behaviour and safety in school can be monitored and inform future planning.
- Citizenship Assemblies each term led by the Priory Carers - Negotiators and Pastoral Care Team, including an Anti-Bullying Assembly in the Autumn Term.
- SEAL themed Citizenship Assembly once a week.
- Whole school participation in Anti-bullying Week annually in November.
- PSHE involvement in SEAL, including the Anti-bullying Unit.
- Involvement in the Healthy Schools initiative.
- Emotional Literacy Assessment (7 to 11 years) - highlighted pupils can receive targeted intervention appropriate to their needs eg. work on: empathy, self-esteem, Emotions Programme.
- Specific curriculum input on areas of concern for the whole school eg. Cyberbullying and Internet safety.
- Training and development for all staff.
- Parent groups/extended schools.
- Parent information events/ information.
- Restorative Justice.
- Conflict Resolution.
- Home/School Behaviour Card/Agreement.

## **Links with other policies**

Behaviour Policy

Safeguarding Policy

Acceptable Use Policy - Cyberbullying and internet safety

Equalities Policy - Race, Homophobia, SEN and Disability

PSHE and Citizenship Policy

Confidentiality Policy

## **Reference Documents and Related Policy/Guidance**

National Documents

- Safe to Learn- DCSF Guidelines
  - Embedding anti-bullying work in schools - DCSF-00656-2007
  - Homophobic bullying - DCSF - 00668-2007
  - Cyberbullying - DCSF - 00658-2007
  - Bullying Involving Children with Special Educational Needs and Disabilities - DCSF 00372-2008

[www.teachernet.gov.uk/publications](http://www.teachernet.gov.uk/publications)

- Cyberbullying- supporting school staff - [www.teachernet.gov.uk/publications](http://www.teachernet.gov.uk/publications)
- Cyberbullying- A whole -school community issue- [www.teachernet.gov.uk/publications](http://www.teachernet.gov.uk/publications)