

# ANTI BULLYING POLICY



Date agreed: 22<sup>ND</sup> MARCH 2016

Minute Ref: FGB 15/081

Signature of Chair of FGB:

Review Due: MARCH 2018

Responsibility of the Full Governing Body

## ANTI BULLYING POLICY

The Education and Inspections Act (2006) requires every school to establish measures to encourage good behaviour and prevent all forms of bullying amongst pupils. The Equality Act (2010) requires schools to eliminate unlawful discrimination, harassment and victimisation in relation to pupils who share a protected characteristic and therefore may be vulnerable to prejudice driven by bullying.

The aim of this anti-bullying policy is to ensure that pupils learn in a supportive, caring and safe environment without fear of being bullied. Only when all issues of bullying are addressed will pupils be able to fully benefit from the opportunities available in school.

### Definition of Bullying

Bullying is defined as 'deliberately hurtful behaviour, **repeated over a period of time**, where there is an imbalance of power making it difficult for those being bullied to defend themselves'. Bullying behaviour across all types of bullying can represent itself in a number of different forms. Children can be bullied in ways that are:

- **Physical** (hitting, kicking, hurt, theft, property damaged, being forced to do something they don't want to do)
- **Verbal** (teasing, name calling, insulted about race, religion, culture, homophobic behaviour, offensive comments)
- **Indirect** (spreading rumours or nasty stories, being left out, ignored or excluded from groups)
- **Electronic/Cyberbullying** (via email, text message, social network sites, messenger services, images or videos posted)

Pupils being bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, or lacking in concentration. Pupils must be encouraged to report bullying in schools.

Schools' teaching and non-teaching staff must be alert to signs of bullying and act promptly and firmly against it in accordance with school policy.

### Statutory Duty of Schools

Head teachers have a legal duty under the School Standards and Framework Act 1998 to draw up procedures to prevent bullying among pupils and to bring these procedures to the attention of staff, parents and pupils.

### Implementation

The Anti-Bullying Policy is set within the wider context of the school's overall aims and values. At Ridgeway Infant School we have school rules that we expect every child to follow:

- Be safe and sensible
- Look after everything and everybody
- Follow instructions first time

- Try to be amazing!
- Look, listen, learn
- Do your best
- Be honest

We are proactive in reducing bullying behaviours. Other school policies which support our Anti-Bullying Policy include the Behaviour, PSHE, SRE, Equality, ICT Acceptable Use, Internet and E-Safety, Safeguarding and Child Protection Policies, procedures for Intimate Care. The ongoing PSHE curriculum, RTime and whole school assemblies ensures that children know what bullying is and what to do if they witness or experience it. The school takes part in national awareness campaigns, such as anti-bullying and E-Safety. Staff get to know every child well and look out for changes in behaviour. At lunch and play times we monitor the areas of school where bullying incidents might be likely to occur, such as corridors and toilets. We use assemblies to share the simple message, say “STOP, I don’t like it!” then tell an adult.

Our Behaviour Policy ensures that incidents of poor behaviour that occur in school are recorded and monitored. The teachers will be aware if there appears to be a number of incidents involving the same child. The Deputy Headteacher and Headteacher will monitor records of both low level behaviour and incidents recorded in the Behaviour Log. Where patterns of poor behaviour are identified, parents/carers will be invited to join discussions to identify interventions that will be implemented in order to improve the child’s behaviour. Incidents from the Behaviour Log are reported to Governors termly.

The following steps will be taken when dealing with possible bullying incidents in school:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached.
- All relevant information will be recorded and given to the Headteacher within 24 hours.
- The Headteacher will interview all concerned and record the incident.
- Class teachers will be informed.
- The parents or carers of all children involved will be informed.
- Intervention strategies and support mechanisms will be used as appropriate and in consultation with all parties concerned.
- Reports will be filed in the Behaviour Log and kept in the Headteachers office.

## **Pupil Support**

Pupils who are being bullied will be supported by:

- Being listened to and reassured that the staff member believes what they are saying and is taking their worries seriously.
- Being offered the opportunity to discuss the experience with a member of staff of their choice.
- Choosing a member of staff of their choice to whom they can go if further incidents occur.
- Being offered the opportunity to work with the Learning Mentor to restore self-esteem, confidence, and where appropriate, form new friendships.
- After two weeks the Headteacher will speak to the child and parents again to ensure that what has been put in place is working.

Pupils who have bullied will be helped by:

- Discussing what happened and why the pupil became involved.
- Establishing that their actions were wrong and help them to know how to make the right choices in the future.

- Being offered the opportunity to work with the Learning Mentor to restore self-esteem, confidence, and where appropriate, form new friendships.
- Meeting with their parent/carers to discuss the issue and identify ways in which some can be offered at home.

## **Sanctions**

We believe that with high quality care, guidance and support, every child can learn to make the right choice and become good citizens. As a result, formal sanctions for bullying behaviour would be used strictly as a last resort and once all other options had proven to be unsuccessful. In the unlikely event of this happening the following disciplinary steps will be taken:

- Official warning to change specified behaviours
- Exclusion from playtime or supervision at playtime
- Minor fixed term exclusion
- Major fixed term exclusion
- Permanent exclusion

## **Monitoring, Evaluation and Review**

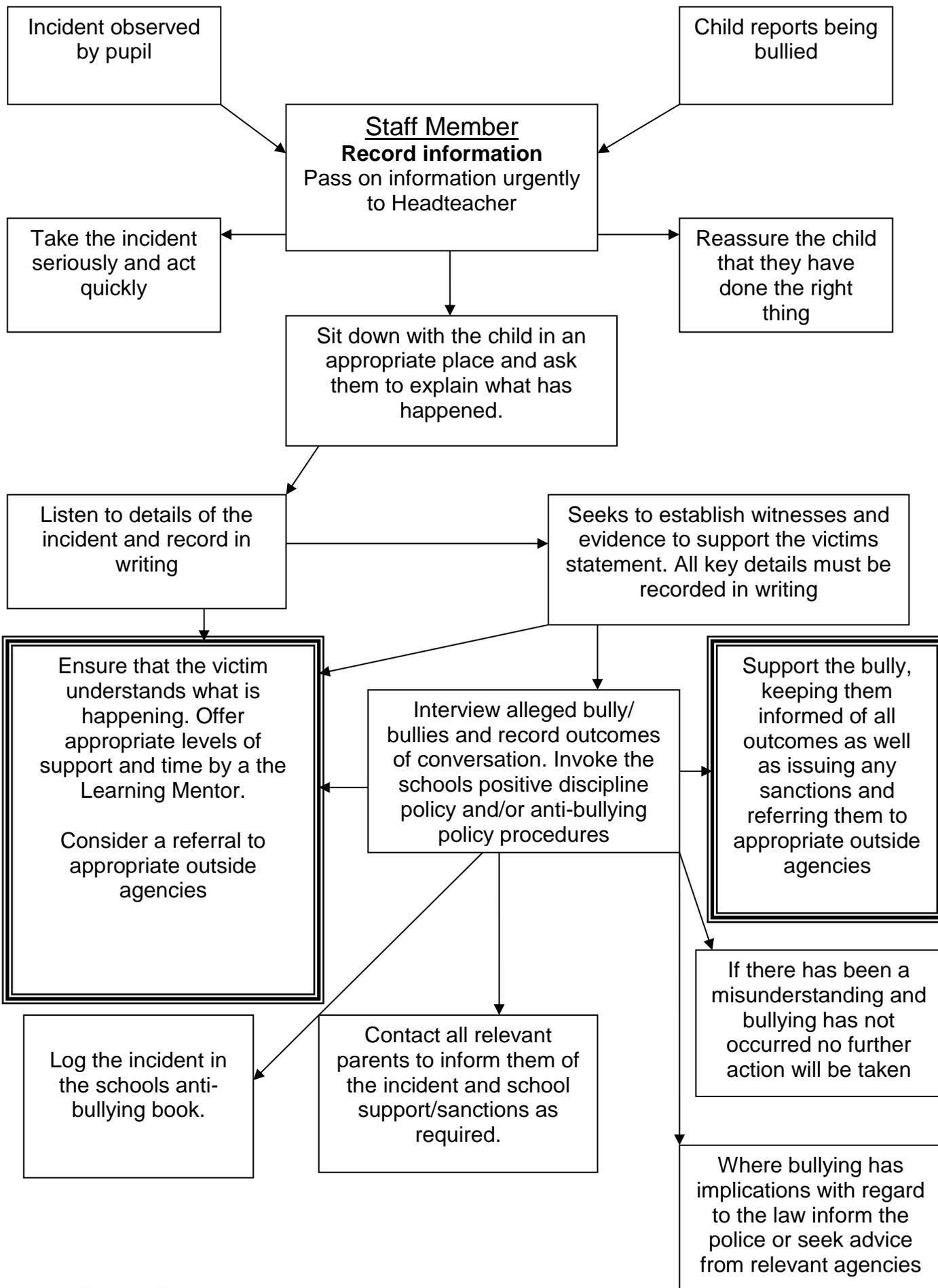
The school will gather the views and perceptions of the whole school community including pupils, parent/carers, staff and governors on a regular basis using a range of methods such as interviews, questionnaires, observations and focus groups. The school will review this policy and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the school.

February 2016

### **Actions for Governors:**

- The Full Governing Body will review the policy every two years and will monitor the number of bullying incidents termly.

# Anti-Bullying Immediate Response Chart



**Ridgeway Infant School  
Record of Behaviour**

<b>Date of concern:</b>	<b>Reported by:</b>	
<b>Time of concern:</b>	<b>Role:</b>	
<b>Name of victim:</b>	<b>Name of perpetrator:</b>	
<b>Date of birth:</b>	<b>Date of birth:</b>	
<b>Concern (please circle):</b> Behaviour    Bullying    Racial    Gender    Other:		
<b>Brief description of incident:</b>          		
<b>Location of incident:</b>    		
<b>Signed by person completing form:</b>	<b>Date:</b>	<b>Time:</b>
<b>Concern passed to/discussed with:</b>	<b>Date:</b>	<b>Time:</b>
<b>Was there delay in passing on the concern?    YES / NO</b> <b>If yes, please give reasons for the delay:</b>		
<b>Action:</b>          		
<b>Signed by SLT:</b>          		

