



St Thomas' Church of England  
Primary School

# Anti-Bullying Policy

Author: Mrs C Gilmour  
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Reviewed:

**School Purpose and Vision Statement:**

**Within the love of God we Guide, Challenge, Inspire, Nurture**

A guiding light

Challenging minds

Inspiring hearts

Nurturing talents

Grounded in God's love

Amidst the ever changing tides of life

*"I am the way; the truth and the life" John 14 v6*

**Mission Statement:**

At St Thomas' we

**Guide:** lead, encourage and model by example through our Gospel values

**Your word is a lamp to my feet and a light to my path**

**Psalm 119 v105**

**Challenge:** expect the best from the whole school community

**Be strong and courageous. Do not be afraid; do not be discouraged, for the LORD your God will be with you wherever you go**

**Joshua 1:7**

**Inspire:** promote creativity, spirituality, teamwork and ambition through a growth mindset

**Therefore encourage one another, build each other up, just as in fact you are doing**

**1 Thessalonians 5:11**

**Nurture:** love, value and care for everyone within our school family

**Therefore, as God's chosen people, holy and dearly loved, clothe yourselves with compassion, kindness, humility, gentleness and patience.**

**Colossians 3:12**

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## **ANTI-BULLYING POLICY**

The Governing Body of St Thomas' CE Primary School adopted this policy on 1<sup>st</sup> February 2018. It will review it every three years.

### **Policy Statement**

This policy overlaps with our school purpose and vision mission statement. At St Thomas' we aim to: Provide a safe and secure learning environment where children can talk openly about their problems and where bullying will not be tolerated.

The policy document reflects the school values and philosophy in relation to bullying and its prevention. It sets out a framework within which teaching and non-teaching staff can operate and gives guidance on procedures available to prevent, recognise and deal with incidents of bullying in our school.

This policy should be read in conjunction with the policies for: Behaviour and Discipline, Health and Safety, Special Educational Needs, Personal Social and Health Education and Safeguarding.

We believe that St Thomas' is a community where everyone feels safe, secure and valued. This is promoted through our Gospel Values.

Bullying of any sort prevents this from happening and will not be tolerated.

We work hard to ensure that all children know the difference between bullying and simply 'falling out'. This is reinforced through our PSHCE (Personal, Social, Health and Citizenship Education) scheme of work, based on the SEAL (Social and Emotional Aspects of Learning) materials. Through this an appropriate attitude towards bullying behaviour is explored and discussed within the school year, through assemblies, Safety Week and during a themed Friendship Week in the Autumn term.

### **Rationale**

The purpose of this policy is to promote a consistency of approach and to create and reinforce a climate in which all types of bullying are regarded as unacceptable.

Bullying is deliberately hurtful behaviour that is repeated over a period of time. This can be name-calling, violence, threatened violence, isolation,

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ridicule or indirect action such as spreading unpleasant stories about someone.

It is one of the things that prevents young people from being healthy, feeling safe, enjoying and achieving, making a positive contribution and achieving economic well-being. Attitudes and practices can contribute to bullying, to lower levels of confidence, self-esteem and lack of achievement.

This policy reflects legal requirements, Government guidance and the LA Anti-Bullying guidance; it applies to the whole school community

St Thomas' Church of England Primary School recognises that children may at times find it difficult to get along with their peers and recognises the importance of equipping children with social skills for life.

We recognise that bullying has serious implications for the well-being of those involved both as victim and bully and we have a responsibility to create a happy and safe environment in which children can learn.

### **What is Bullying?**

‘Bullying is the intentional, repetitive or persistent hurting of one person by another, where the relationship involves an imbalance of power. It can take many forms and be verbal or physical or indirect, for example when someone is excluded from a social group or when malicious text messages are sent. Anyone can be bullied, and children can both bully and be bullied. It can happen in or out of school.’

DfE definition

At St Thomas' we pride ourselves on being totally committed to inclusion and consider ourselves a fully inclusive school, therefore we will not tolerate any bullying behaviour towards pupils with disabilities or racist, sexual or homophobic bullying. (See the school Single Equality and Equal Opportunities Policies). There are many definitions of bullying, but most consider it to be the willful, conscious, illegitimate use of power in the desire to consistently hurt, damage, or frighten another person.

Different forms bullying can take includes, but is not limited to:

- Homophobic
- Racist
- Sexist

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- Other prejudice-motivated

Bullying can be physical, verbal, emotional or psychological.

In the form of emotional or psychological aggression, it is much harder to see but equally as painful to the victim.

All bullying is aggressive although not all aggression is bullying.

Bullying is more complex behaviour than the falling out of friends, or calling someone a name after a fall out, a fight or swearing at someone.

Bullying can take place individually or as part of a group.

There are many definitions of bullying, but most consider it to be:

- Deliberately hurtful (including aggression)
- Repeated often over a period of time
- When there is an imbalance of power leaving the person who is bullied feeling defenseless
- Deliberately hurtful (including aggression)

Types of bullying

- Gesture
- Physical – pushing, hitting, kicking, pinching and any other forms of violence
- Taking belongings
- Extortion
- Verbal and written – name calling, insulting, sarcasm, spreading rumours, persistent teasing and making offensive remarks
- Indirect- spreading nasty stories about someone, exclusion from social groups
- Cyber bullying (the Education Act 2011 gives teachers stronger powers to tackle cyber-bullying by providing a specific power to search for and, if necessary, delete inappropriate images (or files) on electronic devices, including mobile phones. Separate advice on teachers' powers to search (Childnet International: Specialist resources for young people to raise awareness of online safety and how to protect themselves)
- Emotional - exclusion, tormenting, ridicule, humiliation;
- Racist - racial taunts, graffiti, gestures;

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- Sexual - unwanted physical contact or abusive comments.

### **Aims and objectives of the policy**

We aim to provide pupils with a safe, caring and friendly environment where all can learn without anxiety

- We ensure a 'zero tolerance approach' towards bullying, ensuring bullying behaviour is unacceptable and always challenged.
- To promote a secure and happy environment free from any type of bullying behaviour.
- To take positive action to prevent bullying from occurring in school, on trips, residential visits or travelling between home and school, through a clear anti-bullying policy.
- To spend time educating the children through the use of PSHCE, SEAL, daily assemblies and through ongoing personal and social development.
- To inform pupils and parents of the school's expectations and to foster productive links which will encourage cooperation and help to maintain a bully free environment.
- To show commitment to the pupils and parents of school children by responding to any issues within 24 hours of complaint.
- To empower children to have the right to raise concerns and feel comfortable to discuss any issues with a chosen member of staff.
- To protect all groups of people, regardless of gender and including vulnerable groups e.g. S.E.N. those with a disability, different ethnicities, gender and sexual orientation.
- This policy applies to the whole school community and includes the bullying of adults.
- Reports of bullying will be recorded and taken seriously.
- Pupils will be listened to, will know that it is "ok to tell", who to tell and how to tell
- We ensure pupils understand not to fight back or retaliate.
- We endeavour to provide a clear and swift response to any report of bullying behaviour
- Parents/carers will be informed of any incident, listened to, and will be kept apprised of how their concerns are being dealt with

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- Parents/carers of a pupil who is a perpetrator of bullying will be informed immediately and will have a responsibility of supporting school in their child facing and accepting the consequence
- We ensure there is a consistent whole school approach to bullying

### **Procedures for Recording and Reporting Bullying Behaviour**

#### **St Thomas' takes a ZERO-TOLERANCE approach to bullying.**

At St Thomas' we believe in direct action, immediate intervention and constantly reinforcing to pupils that all forms of bullying are unacceptable and will not be tolerated.

All children should try, where possible to report any incident of bullying to their class teacher. If a child is either unable to speak with his/her own teacher or wishes to speak with someone else whom they relate to within the school community then there will be an opportunity available to do so.

Early involvement of parents is essential and following up any incidents is crucial, as pupils who expect follow up are unlikely to start bullying again.

Accurate records of any incidents will be kept (on CPOMS).

If a child is not confident enough to report a bullying incident to a nominated member of staff, then parents will be invited to come into school and discuss any incident with the class teacher. Staff will listen to the concerns of both the parents and the children.

If an incident occurs at lunchtime, it will be dealt with by welfare staff who in turn and if necessary, report to the class teacher.

Pupils are aware that they will be listened to and know it's ok to tell, who to tell and how to tell.

Our main aim is to encourage pupils to tell staff about bullying rather than retaliating.

The responsibility of monitoring and recording incidents of bullying lies with the headteacher.

The headteacher reports incidents of bullying in the termly report to governors and will also provide a termly report to governors outlining any trends or patterns of bullying incidents.

Class teachers have a responsibility to ensure children have channels in which to report incidents of bullying. This is provided through caring relationships and opportunities in PSHCE lessons to consider and discuss behaviour towards others. Individual classes may also have their own processes such as but also worry boxes.

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All children should try, where possible to report any incident of bullying. Parents should address their concerns with the class teacher or with a member of the school's senior management team if they are unavailable. Staff should report their concerns to the DSL and/or headteacher.

### **Information for children**

If you are being bullied:

- Try to stay calm and look as confident as you can
- Be firm and clear – look them in the eye and tell them to stop
- Get away from the situation as quickly as possible
- Tell an adult what has happened as quickly as possible or request help by using the worry box.

After you have been bullied:

- Tell a teacher or another adult in your school
- Tell your family
- If you are scared to tell an adult by yourself, ask a friend to come with you
- Don't blame yourself for what has happened

**REMEMBER – BULLIES DEPEND ON YOUR SILENCE. ALWAYS TELL AN ADULT.  
WE ARE HERE TO HELP YOU.**

### **The role of the 'Bystander'**

At St Thomas' we recognise the role of the 'bystander' and the impact they can have on an incident of bullying. A bystander is an observer, onlooker or witness to bullying.

- The ringleader – those leading the bullying, but not always the person 'doing' the bullying.
- Assistant(s) – those involved in 'doing' the bullying.
- Reinforcer(s) - support the bullying, might laugh or encourage other people to collude with what is going on.
- Outsider(s) - ignore any bullying and doesn't want to get involved. This can actually include adults too!
- Defender(s) - stand up for someone being bullied. Know that bullying is wrong. Feel confident enough to do something about it. We recognise and reward defenders of bullying.

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When investigating incidences of bullying, we will ensure that all individuals concerned are dealt with appropriately in line with this policy.

### **Information for staff**

- If a child reports bullying, reassure them that they are behaving appropriately
- Do not promise confidentiality
- Dealing with the issue without reference to individuals in a class discussion may be helpful
- If the class teacher is not the adult initially approached by the child, then the class teacher must be informed
- The class teacher may judge that the incident is one which could be dealt with within normal classroom procedures and policies. If not, then the following strategies will be followed:
  - The DSL will be notified and / or the headteacher will be notified and the issues will be discussed with relevant parties, i.e. class teacher, midday assistants, etc.
  - We will contact the parents of the children involved and the details of the incident(s) will be explained to them.
  - We will give support to the victim. The nature of the support will be appropriate to the needs of the child.
  - We will work with the bully to help them understand their behaviour and so change it. Some of the strategies outlined above will be used, and arrangements will ensure that this is done sensitively so as not to compromise the support given to the victim.
  - We will work with the bystander to help them understand their behaviour and so change it. Some of the strategies outlined above will be used, and arrangements will ensure that this is done sensitively so as not to compromise the support given to the victim and/or bully.
- We will put in place sanctions that are appropriate and which may include:
  - An apology to the victim
  - Loss of playtimes
  - Loss of privileges
  - Weekly reportsAs a last resort –
  - lunchtime exclusion
  - fixed term exclusion

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- permanent exclusion

However, there will be more relevant support given to individuals if these sanctions are not appropriate such as specialist support agencies working within school

### **Responding to Bullying – An Action Plan**

At St Thomas' Church of England Primary School, the following actions may be taken in dealing with incidences of behaviour deemed to be “bullying”.

As mentioned above, the nominated member of staff will try to speak to the child within 24 hours of their complaint, or as soon as possible. The teacher will listen to all parties. Minor incidents will be dealt with in accordance with the school’s Behaviour Policy. Parents will not be informed of action at this stage.

If deemed necessary, the teacher will log the complaint on CPOMS and any major incidents will be reported to the head teacher and dealt with in school. Where appropriate, sanctions will be given following the complaint and relevant parents/carers will be informed of any action taken.

In serious cases, where incidents have been reported to parents, there will be a follow up within the next two weeks, whereby the class teacher will speak to the parents involved either through a meeting or by telephone conversation to ensure there has been no repeat incidents and that the child is happy in school. Records are kept by the class teacher and passed on with the class to inform future class teachers.

### **In order to prevent bullying occurring in our school, the following preventative measures have been put into place:**

Educating the children formally through discussion in the PSHCE curriculum, SEAL, and Assemblies

Online policy and ICT sessions to prevent cyber-bullying

Circle Time

Use of PAQ in KS2

School Council

Inviting outside agencies into school who are supportive of the Anti- Bullying ethos i.e. NSPCC, education welfare and education inclusion services

Running “Friendship” activities during Anti Bullying week (Autumn Term)

Instituting a school buddy system

Teaching resilience strategies like encouraging children to control aggression and be more empathetic as well as giving children the social skills they need to be assertive rather than aggressive

By site supervision

Encouraging positive playtimes

Putting up positive displays in the corridor and foyer etc. which promote positive aspects of school life e.g. Every Child Matters, School Council

### **Incidents outside the school’s premises**

School is not directly responsible for bullying incidents off the school premises. However we encourage our pupils not to suffer in silence and it’s ok to tell. We support pupils and parents/carers by providing advice on a range of steps to be taken.

Any incident involving a pupil or pupils from our school but occurring outside school hours which is reported to a member of staff will be investigated and if necessary, parents will be informed. At this time we will support the pupils involved in bullying incidents by giving them the opportunity to speak in confidence though in serious or complex cases the school may seek the support of other professionals. The school will also support restorative justice in order that pupils’ differences can be reconciled and that all pupils feel secure in the school environment.

Any incident and advice given will be recorded.

The Department for Education gives headteachers the ability to discipline pupils for poor behaviour, outside of the school premises.

### **The role of Governors**

The governing body support the SLT in all attempts to eliminate bullying from our school. The governing body does not allow bullying to take place in our school, and that any incidents of bullying that do occur are taken seriously and dealt with appropriately.

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The governing body monitors incidents of bullying that occur, and reviews the effectiveness of the school policy regularly. The governing body require the headteacher to keep accurate records of all incidents of bullying and these are reviewed and signed off by the Chair of Governors. The headteacher reports to governors the number of incidents of bullying that term.

The governing body responds within ten days to any request from a parent to investigate incidents of bullying. In all cases, the governing body notifies the headteacher and asks her to conduct an investigation into the case and to report back to a representative of the governing body.

### **The role of parents/carers**

#### **Information for parents**

- Watch for signs of distress in your child. There could be an unwillingness to come to school, unexplained illness or equipment that has gone missing
- Take an active interest in your child's friendships and how playtimes are spent.

If you think your child is being bullied

- Calmly talk to your child about what has happened
- Reassure your child that telling you was the right thing to do. Tell them that there is nothing wrong with them.
- Make an appointment to see your child's teacher. Do not be deterred by your child asking you not to tell anyone. Early intervention is better than hoping things will sort themselves out.
- Explain in detail to the teacher what has happened. Be specific regarding who, what, where and when.
- Do not encourage your child to hit back. It will only make matters worse. Such behaviour could be contrary to your child's nature. More positively, encourage your child to make new friends. A child who has friends is less likely to be bullied.
- Advise your child not to try to buy the bully off with sweets or other 'presents' and not to give in to demands for money.
- Stay in touch with school.

### **If you think your child is bullying other children**

- Talk calmly to your child about what is happening, explaining that bullying is unacceptable and makes others unhappy
- Discourage other members of your family from bullying behaviour or from using force or aggression to get what they want
- Show your child how to join in with other children without bullying
- Discuss with your child's teacher how you and the school can stop the bullying
- Regularly check with school how your child is behaving.

Parents/carers who are concerned that their child might be being bullied, or who suspects that their child may be the perpetrator of bullying, should contact their child's class teacher immediately.

Parents/carers of a pupil found guilty of being a perpetrator of bullying will be contacted immediately and will be expected to support school in the consequences that follow.

Parents/carers have a responsibility to support the school's anti-bullying policy and to actively encourage their child to be a positive member of the school.

### **Monitoring, Evaluation and Review**

All members of the St Thomas' team monitor this policy on a day-to-day basis. This anti-bullying policy is the governors' responsibility and they review its effectiveness annually. They do this by examining the school's incident books, and by discussion with the headteacher. Governors analyse information with regard to gender, age and ethnic background of all children involved in bullying incidents along with solutions for preventing any recurrence.

Through the evaluation of PAQ and staff/parent/pupil questionnaires trends are monitored.

Governors are informed of any occurrences each term in the headteacher's report.

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