



**The Federation
of
Longhorsley St Helen's and Whalton C of E Schools**

Anti-Bullying Policy

Longhorsley St Helen's and Whalton C of E Schools aim to:

- create a welcoming, safe and caring environment where welfare is paramount
- develop respect and understanding for people's opinions, views and beliefs.
- develop a clear understanding of right and wrong

Bullying affects everyone, not just the bullies and the victims. It affects those who watch bullying take place and friends and family of the bullies and the victims. Bullying is not and should never be an inevitable part of school life or a necessary part of growing up.

At Longhorsley St Helen's and Whalton C of E Schools, we believe that every student has the right to learn in a safe, caring and nurturing environment. Therefore the School takes bullying very seriously.

No one person or group, whether student or staff, should have to accept bullying behaviour. Only when all issues of bullying are addressed will the students be best able to benefit from all the opportunities available at the school.

Objectives:

- To educate everyone as to what bullying is
- To reduce bullying incidents in our school.

- To ensure that incidents are disclosed and dealt with quickly and appropriately by a responsible adult.

Named person:

A member of the Senior Leadership Team will be the designated Anti-Bullying Coordinator.

Currently the named person is Mrs Campbell (Longhorsley) and Mrs Elliott (Whalton)

What is bullying?

The Government defines bullying as behaviour by an individual or group, used **repeatedly** over time, that **intentionally** hurts another individual or group either physically or emotionally. This definition has been shared with and agreed by staff, parents and children.

What are the different types of bullying?

Bullying has many characteristics. These include name calling, taunting, mocking, making offensive comments, kicking, hitting, pushing, taking belongings, inappropriate text messaging and emailing, sending offensive or degrading images by phone or via the internet, producing offensive graffiti, gossiping, excluding people from groups and spreading hurtful and untruthful rumours.

All of these types of characteristics can be grouped into the following -

- Bullying related to race, religion or culture,
- Bullying related to special educational needs or disabilities,
- Bullying related to appearance or health conditions,
- Bullying related to sexual orientation,
- Bullying related to home circumstances and
- Sexist or sexual bullying.

Longhorsley St Helen's and Whalton C of E Primary Schools will accept none of the above behaviours from staff or pupils.

Who is covered by this policy?

- This policy covers all students at Longhorsley St Helen's and Whalton C of E Primary Schools. It also covers the bullying of School staff whether by students, parents or other members of staff.

- Members of the School workforce suffering from or concerned about bullying can also contact their trade union or professional association for support and advice.

Links into Other Policies:

This policy covers topics which can also be found in the following policies and plans:

- Child protection.
- Behaviour,
- Attendance
- Discipline.
- PSHE/Citizenship.
- Equality and Diversity.
- Complaints Procedures
- Home/School Agreement

Proactive Strategies:

Bullying is always dealt with as a serious matter. All forms of bullying are recorded and monitored. Pupils understand that this behaviour is not tolerated.

To make it simple the children are taught:

STOP

Several

Times

On

Purpose

Start

Telling

Other

People

All staff at Longhorsley St Helen's and Whalton C of E Primary Schools are aware of the importance of being pro-active in dealing with such incidents.

The following strategies have been shared with all the staff.

- Ensure the playground is monitored at break-times - children are never allowed in the playground unsupervised.
- Monitor the toilets, corridors and cloakrooms during break.
- Be aware of children leaving the classroom during lessons.
- Be watchful of all children, get to know them and be aware of any change in behaviour.
- School Council.

- Parents meetings and parents evenings.
- Information sent out to parents
- Assemblies.
- Posters.
- School website

Reactive Strategies:

- Clear procedures for reporting, recording and tackling bullying.
- Immediate removal from the playground/classroom of any child involved in a serious incident.
- Support /mentoring programmes.

How to report bullying:

- We aim to create an atmosphere where students feel that they will be listened to, sensitivity will be shown, and swift action taken.
- We also aim to provide safety for the person being bullied or the person reporting a bullying incident. They will be kept aware of how the procedure is progressing and how their incident is being dealt with.

What do I do if I am being bullied?

- Tell your Class teacher, Teaching Assistant or another adult in school
- They will then write an account or statement about the incident.
- If appropriate, parents will then be informed of the situation.
- This will then be passed onto the suspected bully's class teacher.
- Depending on the severity of the incident the victim and the bully might be brought together by the Class teacher and the incident talked through. If it is felt appropriate then sanctions will be used

- Once the incident has been dealt with the situation will be monitored to ensure the bullying has not resumed.
- If the bullying is seen to be continuing then the process will begin again with stricter sanctions.

What do I do if I am a member of staff experiencing bullying?

Bullying or intimidation either by other members of staff or by a parent is unacceptable.

- If the incident involves a parent, draw the situation to a close. Calmly and firmly say that you would like to involve a senior member of staff to help to resolve the issue.
- Make a written record of any incidents of bullying behaviour.
- Report it to a member of the Senior Leadership Team or to your Governor representative.
- If necessary report the incident to your union representative.

What do I do if I witness bullying?

If you are witness to a bullying incident you have a responsibility to report it.

- Tell your Class teacher, Teaching Assistant or another teacher that you trust.
- They will write an account or statement about the incident and follow the agreed actions detailed below.

Action to be taken when bullying is suspected:

If bullying is suspected we talk to the suspected victim, the suspected bully and any witnesses. Help, support will be given as is appropriate to both the victims and the bullies.

If any degree of bullying is identified, the following action will be taken:-

We support the victims in the following ways:

- by offering them an immediate opportunity to talk about the experience with their class teacher, or another adult if they choose.
- Informing the victims' parents/guardians.
- By offering continuing support when they feel they need it.

We also discipline, yet try to help the bullies in the following ways:

- By talking about what happened, to discover why they became involved.
- Informing the bullies' parents/guardians.
- We continue to work with the bullies in order to get rid of prejudiced attitudes as far as possible.

Advice for Parents of Child Who Is Bullying:

If your child is bullying, they could be copying the behaviour of other people at home or at school; or perhaps they haven't learned better ways of mixing with their friends. Friends may be encouraging bullying, or your child may be going through a difficult time and acting out aggressive feelings.

To stop your child bullying:

- explain to your child that what they are doing is unacceptable and making other children unhappy
- show your child how they can join in without bullying
- see your child's teacher to talk about how you can work together to stop your child bullying
- check regularly with your child about how things are going at school
- give your child lots of praise when they are co-operative and kind to other people

Sanctions:

- **1st Incident - not severe** - Both parties called together, parents informed, mentoring and monitoring of situation.
- **2nd Incident - quite serious** - Letter home, missed playtimes for bully, internal exclusion, mentoring and monitoring of situation.
- **3rd Incident - very serious** - consider temporary exclusion, (ie lunch time spent at home) involvement of outside agencies, letters home, mentoring and monitoring of the situation.

Parental Complaints Procedure:

If parents are unhappy at anytime with how their child's incident is being dealt with or have concerns about their child's wellbeing at School they should primarily contact their child's Class teacher. If they still feel unsatisfied then the Head teacher should be contacted and a meeting should be arranged. (See Complaints Procedures)

Recording:

- All incidents of bullying should be logged in the "Records of Incidents of Bullying," book kept in the Head teacher's office, this will be acknowledged and actions counter signed by the Head teacher.

When being recorded the incidents should be logged according to type.

Monitoring:

- All incidents will be monitored by the Class Teacher.
- Staff will be made aware of any pupils whose behaviour is being monitored to ensure vigilance at play times/lunch times etc.

Evaluating:

- The Class Teacher and/or the Head teacher will evaluate the incident, as soon as possible, but within 1 day of being reported.

Review of the Policy

Parents will be consulted at least bi-annually on the effectiveness of the policy. Children will have the opportunity to express their views as part of an on-going cycle of activities planned for PSHE.

The policy will be reviewed every two years and the working group will include parents, Governors, staff and pupils.

The FEDERATION of LONGHORSLEY St HELEN'S and WHALTON C of E SCHOOLS

Written and agreed by staff, this Policy was formulated after considering the following:

1. aims and content;
2. teaching strategies;
3. dissemination and consultation process.

Reviewed by staff, considered by Governing Body Curriculum Standards and Policies Sub Committee, approved at the Summer term 2014 Governors Meeting and implemented from that date.