



Hemingford Grey SCHOOL

Anti-Bullying Policy*

***Incorporating Anti-bullying contract, Racist Incident Report Form and Bullying Log**

Date policy was last reviewed and approved:

February 2018

Related policy: Behaviour Policy

Hemingford Grey Primary School Anti-Bullying Policy

What is bullying?

“Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.” (DfE 2011)

At our school we define bullying as emotionally or physically harmful behaviour which is:

- Repetitive, wilful or persistent (this may be directed by the perpetrator at one or different individuals or groups, thus making it possible for an individual or group to be bullied on a single occasion if this is part of a pattern of bullying of others by the perpetrator).
- Intentionally harmful, carried out by an individual or a group.
- Based on an imbalance of power leaving the person who is bullied feeling defenceless.

In child speak, this definition translates as:

Someone who deliberately keeps on hurting you by what they do or say, someone who threatens you and makes you too frightened to tell the teacher.

Bullying takes many forms. It can be short-term or can continue over years. It can be **physical, mental or verbal**, and can take place via **phone or internet as well as face to face**. It can take the form of **deliberate, purposeful, systematic action** by an individual or group against another individual or group. It can be **overt or subtle intimidation**. It does not include occasional fighting or falling out between friends or equals.

Main aims of the policy

- To ensure that everyone at Hemingford Grey Primary School has an understanding of bullying and the forms it can take.
- To ensure that everyone involved in Hemingford Grey Primary School is aware that bullying in any form is not acceptable.
- To encourage everyone, including pupils, to report all incidents of bullying.
- To offer comfort and support to the victims of bullying.
- To confront bullies with the seriousness of their actions and offer support to help change their behaviour.
- To ensure a consistency of approach to all aspects of bullying.
- To seek the support and co-operation of parents and peers at all times.

- To take a zero tolerance approach to bullying at Hemingford Grey Primary School.
- For all children and adults to demonstrate a caring approach in the way they treat each other.

Specific types of bullying:

The school recognises that although anyone can be bullied for almost any reason or difference, some children may be more vulnerable to bullying than others. This policy aims to ensure that all members of our school community who are vulnerable or have a protected characteristic as outlined in the Equality Act 2011 are kept safe. These characteristics are as follows and exemplified in appendix B.

- Bullying related to race, religion or culture
- Bullying related to special educational needs or disabilities
- Bullying related to those children who enjoy learning or perform at high or low academic levels.
- Bullying related to appearance or health conditions
- Bullying related to sexual orientation
- Bullying of young carers or looked-after children
- Sexist, sexual or transphobic bullying
- Bullying related to different economic, = social and family circumstances

Preventing bullying

We cannot guarantee that every child will be free from being bullied at our school. However, everyone at Hemingford Grey Primary School is committed to the establishment of an anti-bullying ethos. In order to promote this ethos we:

- Have as a key driver our work on understanding about differences and similarities in those around us and in the world.
- develop this work using the Cambridgeshire PSHCE scheme of work, have assemblies which celebrate the achievements of those with barriers to overcome, work closely with a theatre in action group, Actorshop, with a focus on different types of bullying and use Picture News resources in Pause for Thought which highlight important social issues.
- Ensure that this work is threaded throughout the climate of the school and the overarching curriculum.

This is what children at Hemingford Grey say about bullying:

“If you are bullied, it can change your future”

“Bullying makes people feel sad and it makes children feel bad”

“If you are being bullied, it changes you and the way you are feeling”

“Bullying is mean because it hurts other people”

“Seeing the Actorshop workshop influenced you not to bully”

“The workshop showed us how everyone feels when bullying is happening”

What children can do to help prevent bullying in our school:

If you are ever bullied or threatened:

- Tell a member of staff. It is important that you do this straight away.
- If you cannot do this for any reason, tell a friend or parent/carer as soon as possible.
- Report bullying straight away, but be honest and ask yourself if your own behaviour has caused others to get angry or upset with you.

You can help to make and keep our school a happy, safe place if you:

- Always report any bullying – of yourself or others.
- Never join in with bullying or watch it happening.

Advice for adults dealing with a bullying incident

Following an anti-bullying workshop for parents and staff at school it was agreed that a restorative approach (support group method) would be used to resolve the situation. A restorative approach involves perpetrators of bullying focusing on their unacceptable behaviour in an emotionally intelligent way and ensures that the perpetrator is held to account by enabling them to:

- Accept responsibility for the harm caused to the individual being bullied.
- Accept responsibility for the harm caused to others
- Recognise the need to take action to begin to repair the harm caused
- Agree a range of helpful actions to repair the harm caused, which will be monitored over an agreed period of time.

When an incident of bullying is reported, the member of staff must log the information on the Bullying Incident Report Form (Appendix B). This must then be reported to the Headteacher, Deputy Headteacher or Phase Leader.

The Headteacher, Deputy Headteacher or Phase Leader will talk to the child who is suffering the bullying and, with their consent, arrange a 'How do you feel?' meeting with the child, friends of the child and the child accused of the bullying.

At this meeting, the adult leading it explains that child A is feeling upset, sick, not wanting to come to school, etc., but does not say that this child is being bullied.

A discussion on feelings takes place, but bullying is not discussed.

The child accused of bullying is not targeted and therefore there is no reason for him/her to retaliate.

The adult leading the meeting asks if any volunteers will help to support child A and make him/her feel better. If the child accused of bullying offers, the adult diverts this, e.g. thank you, but not this time.

The adult explains that there will be another meeting in 3 – 5 days to see if things have improved.

If things do not improve, the child accused of bullying and their parents, and separately the victim and their parents, will be invited into school to discuss and resolve the situation. The child accused of bullying and their parents and Headteacher (or Deputy Headteacher) will sign a contract of commitment for bullying to stop (see Hemingford Grey Primary School Anti-Bullying Contract).

In severe cases, the school will draw upon its Behaviour Policy and follow the system for sanctions which includes:

- Removing/separating the perpetrator from other individuals or groups of individuals
- Removing/excluding the perpetrator from certain whole school activities, trips, clubs, events
- Removing the perpetrator from key points in the day such as play and lunch times
- Confiscating any personal property where the item is used to cause harm to others
- Exclusion (always a last resort)

The victim of bullying:

Will have an opportunity to express feelings about what has happened.
Will receive a full apology from the perpetrator.
Will get support afterwards including individual and group discussions.

Implications for parents:

Contact your child's teacher if you are aware or suspect bullying is taking place.
Teachers cannot respond to situations that they are unaware of.

Encourage children not to be aggressive with other people but enlist support to sort out the problem.

Do not approach other children directly. Teachers will do this when issues are raised.

Support the school when action needs to be taken.

Appendices:

- A: School Anti-Bullying Contract
- B: Racist Incident Report Form
- C: Bullying Log

Hemingford Grey Primary School Anti-Bullying Contract

I am sorry for what I have done and this is what I will do to make it better:

I will change my behaviour because	
I will:	I will not:
<ul style="list-style-type: none"> • Use kind words and compliments towards everyone. • Welcome and include everybody when I can, no matter what they look like, what country they come from or what they believe in. • Use positive body language and gestures, e.g. wave, smile, encourage. • Mind my own business. • Always ask before touching someone's property. • Stick up for someone who is being bullied and tell an adult what is happening. 	<ul style="list-style-type: none"> • Use unkind words or make racist or homophobic comments towards other people. Deliberately exclude people. • Use negative body language, e.g. nasty looks, nudging and whispering, pointing, turning my back on people, making racist noises. I will not physically hurt anyone. • Spread nasty rumours and get involved in things that don't concern me. • Touch other people's property without getting their permission first. • Join in with bullying or with racist or homophobic comments, including standing by and doing nothing.
I WILL RESPECT EVERYONE	

DATE:..... NAME:.....

SIGNED BY (Parent/Carer and child):.....

RACIST INCIDENT REPORT FORM

School/Establishment

Date and time of incident

Victim's name	
Year Group/Age	<input type="checkbox"/>
Outside Person(s) inc. Parents/Carers	<input type="checkbox"/>
Teaching Staff	<input type="checkbox"/>
Support Staff	<input type="checkbox"/>
Unknown	<input type="checkbox"/>

Perpetrator's name	
Year Group/Age	<input type="checkbox"/>
Outside Person(s) inc. Parents/Carers	<input type="checkbox"/>
Teaching Staff	<input type="checkbox"/>
Support Staff	<input type="checkbox"/>
Unknown	<input type="checkbox"/>

Nature of incident (tick any that apply):

Racist comments and language	<input type="checkbox"/>	Ridicule/ostracism	<input type="checkbox"/>	Provocative behaviour	<input type="checkbox"/>
Verbal abuse and threats	<input type="checkbox"/>	Racist graffiti	<input type="checkbox"/>	Possession/distribution of racist material	<input type="checkbox"/>
Physical assault	<input type="checkbox"/>	Written abuse	<input type="checkbox"/>	Other	<input type="checkbox"/>
		Damage to property	<input type="checkbox"/>		

Details of incident:

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To be completed by designated member of staff

Action taken

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(continue on separate sheet if necessary)

Have parent(s)/carer(s) of victim been informed?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Have parent(s)/carer(s) of perpetrator been informed?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>

Perpetrator's ethnic origin (including Traveller or Refugee)

Victim's ethnic origin (including Traveller or Refugee)

Outcome recorded in victim's/perpetrator's files (please circle)

Record completed by:

Signature of designated Member of SLT:

Date:

Hemingford Grey Primary School Bullying Log

This form should be completed within 24 hours of the incident/s being reported. Due consideration should be given to issues of confidentiality, including third party information.

SECTION A: ALLEGED BULLYING INCIDENT			
Target Name(s)	Age	Year Group	Class
Ethnicity	Gender M/F		
Member of staff to whom the incident was reported			
Date of incident			
Time of incident			
Location of incident			
Target's Account/Concern of Parents/Carers			
Alleged Perpetrator(s) Name(s)	Age	Year Group	Class
Nature of incident including details of any injury or damage to property, etc			
Circle any elements that apply:			
Race/religion/culture	Sexual/sexist/	Homophobic/transphobic	SEN/disability
Home circumstances	Gifted/talented	Health conditions	Other
Parents of alleged target(s) informed:			
Date:		Time:	
SECTION B: ACCOUNTS OF THOSE INVOLVED			
Alleged perpetrator(s) account of the incident			
Bystanders/witnesses to the incident			
Name(s)	Age	Year Group	Class
Bystanders/witnesses' account of the incident			

Parents/carers of alleged perpetrators informed: Date: _____ Time: _____ Details: _____
SECTION C: ACTION TAKEN
Details of immediate action taken
Monitoring of action taken and details of follow up and longer term action taken.

Racist, homophobic and disability related incidents

In Cambridgeshire, schools submit termly reports of racist, homophobic and disability related incidents electronically on the PRIDE website. The incidents include racist, homophobic and disability bullying. Schools can access their ID number and password for the PRIDE website by contacting Vivienne Lawson at CREDS on 01223 568841/568860 or vivienne.lawson@cambridgeshire.gov.uk

Name..... Role..... Date.....