



Anti-Bullying Policy

CARCLAZE COMMUNITY PRIMARY SCHOOL ACADEMY



CORNWALL EDUCATION
LEARNING TRUST

At Carclaze Academy we are committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our academy. If bullying does occur, all pupils should be able to tell and know that incidents will be dealt with promptly and effectively. **We are a TELLING academy.** This means that anyone who knows that bullying is happening is expected to tell the staff.

The Aims of this Policy

- All directors, governors, teaching and non-teaching staff, pupils and parents should have an understanding of what we consider to be bullying – see bullying leaflets
- All directors, governors, teaching and non-teaching staff should know what the academy policy is on bullying and follow it when bullying is reported
- All pupils and parents should know what the academy policy is on bullying and what they should do if bullying arises
- Bullying is unacceptable in this academy, we take bullying seriously. Pupils, parents and staff should be assured that they will be supported if bullying is reported.

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.

Bullying can be:

- Emotional: being unfriendly over a period of time; tormenting (eg hiding books, threatening gestures)
- Physical: pushing, kicking, hitting, punching or any use of violence
- Racist: racial taunts, graffiti, gestures Incidents of Racist bullying will be dealt with in accordance with the school's Single Equality Policy as addition to this policy
- Sexual: unwanted physical contact, sexually abusive comments, including homophobic comments
- Verbal: name-calling, sarcasm, spreading rumours, teasing
- Cyber: all areas of internet, such as e-mail & internet chat room misuse. Mobile threats by text messaging & calls.

It is sometimes difficult to distinguish whether the incident is one of bullying or not. Unacceptable behaviour which does not constitute bullying, (eg where there has been some provocation or it is a one-off incident which is not serious and no physical or emotional harm is done) will be dealt with in line with the academy's Positive Behaviour Policy.

Why Is It Important to Respond to Bullying?

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Pupils who are bullying need to learn different ways of behaving. Pupils and staff have the right to work in a safe and secure environment and to be treated with respect. Our academy has a responsibility to respond promptly and effectively to issues of bullying. We have a very effective programme of Personal, Social and Health Education, giving children the opportunity to develop personal skills and strategies to cope with bullying, both now and in the future. The academy is also committed to promoting acceptable behaviour through its PSHE programme. Pupils who are bullying, need to learn different ways of behaving.

Signs and Symptoms

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- Is frightened walking to or from the academy
- Changes their usual routine
- Is unwilling to go to the academy
- Becomes withdrawn, anxious or lacking in confidence
- Starts stammering
- Attempts or threatens self-harm, or runs away
- Cries themselves to sleep at night or has nightmares
- Feels ill regularly, in the morning
- Begins to do poorly in academy work
- Comes home with clothes torn or possessions damaged or "missing"
- Asks for money or starts stealing money (to pay bully)
- Has dinner or other monies continually "lost"
- Has unexplained cuts or bruises
- Comes home hungry (money/lunch has been stolen)
- Becomes aggressive, disruptive or unreasonable
- Is bullying other children or siblings
- Stops eating
- Gives improbable excuses for any of the above

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.

Procedures for Incidents Involving Pupils

1. Any incidents of suspected bullying should be reported to the class teacher in the first instance (either by parents or a member of staff), who will gather evidence and decide whether the incident is a matter for the bullying policy or behaviour policy.
2. If the class teacher confirms that it is a case of bullying, they will speak to the 'perpetrator' and inform them that the bullying must be stopped immediately. They will support the pupil to identify the changes they need to make to their behaviour. The class teacher will also reassure the 'victim' that the bullying will stop and advise them to tell a member of staff immediately if it doesn't. This information will be logged on the schools recording systems.
3. In cases of serious bullying the class teacher will inform the Phase Leader and/or Assistant Headteacher, who will decide whether parents are to be informed.
4. The Phase Leader/Assistant Headteacher will record any further actions. Parents will come into academy to discuss the situation and to decide on appropriate strategies for supporting the pupil to change their unacceptable behaviour.

The academy cannot take responsibility for any incidents of bullying that happen outside of the academy. However, we urge parents to inform us about such incidents so that we can take preventative measures to stop incidents occurring in the academy. Neither can we be responsible for the actions of parents, either within the academy grounds or outside of school. If incidents occur between parents, or a member of staff is threatened or bullied, on academy premises we may consult the police, if necessary.

Outcomes and strategies

The following strategies may be used and each case will be monitored to ensure repeated bullying does not take place.

- The perpetrator (perpetrators) after discussion with staff, will be asked if they would like to genuinely apologise. If possible using restorative justice techniques, the pupils will be reconciled
- The victim will be offered support in the academy
- The perpetrator (perpetrators) will be supported to change their behaviour
- A 'no-blame' approach, whereby the 'perpetrator' and the 'victim' are supported by their peers. The 'perpetrator' is encouraged to take responsibility for their own behaviour through this approach.
- Outside agencies may be consulted if further advice and support is deemed necessary
- The academy may also inform Social Services or the Police, in line with our Child Protection Policy, if necessary.
- Very serious breaches of this policy or the Positive Behaviour Policy may result in a Fixed Term or Permanent Exclusion.

Prevention

The academy uses a variety of methods for helping children to prevent bullying. As and when appropriate, these may include

- Agreeing a behaviour contract with pupils
- Writing stories or poems or drawing pictures or posters about bullying
- Reading stories about bullying or having them read to a class or assembly, followed by discussion
- Discussing bullying and why it matters to everyone
- Including bullying in the PSHE curriculum
- Supervision by staff especially at break times and lunch times
- Raising the profile of bullying issues in assemblies etc
- Establishing a 'Telling' culture throughout the academy
- Establish a buddy system for unstructured times
- Strong pupil voice on bullying issues
- Select appropriate books to support anti-bullying strategies for inclusion in classrooms and the library

Procedures for Dealing with Incidents Involving Staff

Bullying in the workplace can be defined as the persistent use of offensive behaviour which gradually undermines a person's self-esteem and confidence. Any form of bullying against staff from any source is unacceptable and any incidents of bullying should be reported immediately to the Assistant Headteacher. If the allegation is against the Assistant Headteacher then staff should seek advice from the Headteacher.

Complaints

If parents are not satisfied with the way in which any incidents have been followed they should in the first instance speak to the Assistant Headteacher. If a parent or guardian is dissatisfied with the nature or swiftness of a response made by the academy following a reported incident of bullying, he/she may wish to make a complaint. The complaints procedure for a case of bullying follows the guidance of the Academy's Complaints Policy. The underlying principle of the policy is that any concerns raised should be handled, if at all possible, without the need for formal procedures. If, however the informal procedures are unsuccessful and the complainant wishes to take the matter further, formal measures will have to be taken.

Equal Opportunities

In implementing this policy all members of staff must take into account the Academy's Equal Opportunities policy. Staff must ensure that no student involved in any incident of bullying, is disadvantaged on the grounds of gender, race, disability, sexual orientation, age, religion or belief

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