

## **Sacred Heart Primary**

*'Jesus at the Heart of all that we do'*

### **Anti-Bullying Policy**

#### **Aims and Expectations**

It is a primary aim of our school that every member of the school community feels valued and respected, and that each person is treated fairly and well. As a Christian community, whose values are based on the Gospel, we expect mutual trust and respect for all. The school's behaviour and anti bullying policy are therefore designed to support the way in which all members of the school can live and work together in a supportive way. It aims to promote an environment where everyone feels happy, safe and secure.

Bullying of any kind is unacceptable at our school. If bullying does occur, all pupils and parents should be able to tell and know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell appropriate staff and action will be taken.

#### **The Law**

This policy is in line with:

- The Education and Inspections Act 2006 with regard to behaviour and bullying, including the specific statutory power of Headteachers to regulate pupils' conduct when they are not on the school premises and not under the charge of a member of school staff.
- The Equality Act 2010 in which a key provision is a public sector Equality Duty with which schools are required to "eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act".
- The Children Act 1989 in which a bullying incident should be addressed as a child protection concern where there is "reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm".

- The Protection from Harassment Act 1997, the Communications Act 2003, the Public Order Act 1986 and the Malicious Communications Act 1988, in which some types of bullying may be identified as a criminal offence, eg “.....the sending of an electronic communication to another person with the intent to cause distress or anxiety”. In the event of this the police will be informed.

This policy has been written with regard to Department for Education advice “Preventing and Tackling Bullying” 2011

### **Objectives of this Policy**

- All governors, teaching and non-teaching staff, pupils and parents will have an understanding of what bullying is.
- All governors and teaching and non-teaching staff will know what the school policy is on bullying, and follow it when bullying is reported.
- All pupils and parents should know what the school policy is on bullying, and what they should do if bullying arises.
- There will be a shared definition of bullying
- The whole school community will always take bullying and allegations of bullying seriously.
- Pupils and parents will be assured that they will be supported when bullying is reported.
- Bullying will not be tolerated.

### **What Is Bullying?**

The definition provided by Luton young people:

- Bullying is deliberate or intentional behaviour that causes physical or emotional harm to an individual target or group
- It is repeated over time
- There is an imbalance of power between those involved
- It is difficult for the victim(s) to defend themselves

Sacred Heart also recognises that some behaviour may be a one off incident but the severity is such that it will be classified as a bullying incident.

### **Types of bullying**

Prejudice – based (including racist, religious, homophobic and transgender) – name calling, exclusions, gestures, negative stereotyping

Appearance – based on weight, size, hair colour, or any other physical features

Income – based on a perception of low family income

Disability or Special Needs – name calling, exclusion or laughing at any difficulties experienced

Health – based on physical or mental health conditions

Ability – if someone is perceived to be especially able

### **Methods of bullying**

Physical aggression: hitting, kicking, tripping up, spitting, taking or damaging property, use of threat or force in any way, intimidation or demands for money or goods

Verbal: name calling, insulting, teasing, “jokes”, mocking, taunting, gossiping, secrets, threats. Reference to upsetting events, e.g. bereavement, divorce, personal circumstance

Non – verbal: staring, body language, gestures

Indirect: excluding, ostracising, rumours and stories, notes, rude gestures or faces

Cyber: text messaging, emails, internet chat rooms, the misuse of camera or video facilities, including “happy slapping”

## **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 and feel safe. In the event that bullying is identified the school response will involve all the children involved; the victim, bystanders and the child demonstrating the bullying behaviour.

Sacred Heart Primary School will respond promptly and effectively to issues of bullying in line with our behaviour policy.

## **Possible 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 of walking to or from school
- doesn't want to go on the school / public bus
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in school work
- comes home with clothes torn or books damaged
- has possessions which are damaged or " go 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
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous or jumpy when a cyber message is received

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

### **Key elements to tackle bullying**

At Sacred Heart Primary we aim to minimise bullying by creating an ethos of positive behaviour where pupils treat one another and the school staff with respect because they know that this is the right way to behave.

### **We will also ensure:**

That the whole school community recognises methods and types of bullying. Training is provided for all staff

We have effective processes for staff on responding to, managing and recording bullying incidents reported or witnessed

There are ongoing evaluation of systems and processes in place

High profile preventative work and awareness raising throughout the whole school year will take place particularly through the work of the Anti-Bullying Committee (ABC).

- Leading assemblies
- Running workshops with designated yeargroups.
- Running compliment days
- Acting as role models and buddies for children who need support
- Instigating Special Day
- Attending training and conferences to stay up to date

- Identifying children for Acts of Kindness Awards
- Managing Bully and Sorry Boxes
- Revising the child friendly Anti-Bullying Policy

Staff will be aware of potentially vulnerable pupils through liaison with SLT and the Family Workers. Transition meetings play an important part in passing information on with regard to bullying and child protection issues.

There will be support for children involved in a bullying incident so the behaviour is not repeated, for example SEAL workshops or ZAP training

Parents will be informed and involved

### **Process for responding to bullying**

If bullying is witnessed or reported the following procedure will be followed:

- Details of the bullying will be identified and recorded on a yellow bullying incident form by the member of staff who has witnessed the bullying or had the bullying reported to them.
- A copy of the yellow bullying incident form will be given to the class teacher to be stored confidentially in the class tracking folder. A second copy will be passed to the Headteacher who will store the form in a central folder
- Parents will be informed
- Sanctions will be applied as appropriate in line with the school behaviour policy (The school uses a number of sanctions to enforce the school rules, and to ensure a safe and positive learning environment. We employ each sanction appropriately to each individual situation. All staff work within an agreed school behaviour framework – see behaviour policy).
- The children involved will be supported to rebuild positive relationships
- Children will be monitored so that any repeat behaviour can be quickly identified

- Parents of all the children involved will receive a follow up phone call within 2 weeks following a reported incident

### **Safeguarding**

Under the Children's Act 1989 a bullying incident should be addressed as a child protection concern when there is 'reasonable cause to suspect that a child is suffering, or likely to suffer, significant harm.' The matter would be handled under procedures as laid down in the child Protection Policy. Even where safeguarding is not considered to be an issue, we may draw upon a range of external services to support the child who is experiencing the bullying, or to tackle any underlying issues which have contributed to a child engaging in bullying.

### **Monitoring and Review**

#### **Monitoring**

The Headteacher will monitor the number of recorded bullying incidents. She will give particular regard to types of bullying and repeated incidents. Class teachers will be asked to do additional PSHE Education lessons or Circle Time sessions when it is noted that any potential patterns are seen to be emerging. We will request the support of our Police Community Support Officer, in the event of a serious incident or concern.

The Headteacher monitors the effectiveness of this policy on a regular basis. She also reports to the Governing Body on the effectiveness of the policy and, if necessary, makes recommendations for further improvements.

It is the responsibility of the Governing Body in partnership with the Headteacher to monitor the number of recorded incidents and to ensure they are dealt with fairly and consistently.

## **Review**

The Governing Body reviews this policy every two years. They Governors may, however, review the policy earlier than this, if the government introduces new regulations, or if the Governing Body receives recommendations on how the policy might be improved.

## Bullying Incident Record

To be printed on yellow paper

Name of Pupil:	Date:	Time:
Location/Circumstances:		
Others involved: (victim, perpetrator, bystander)		
What led up to the incident?		
Type of bullying behaviour observed or reported (please tick those that apply)		Method of bullying
<input type="checkbox"/> Prejudice based	<input type="checkbox"/> Physical aggression	
<input type="checkbox"/> Appearance	<input type="checkbox"/> Verbal	
<input type="checkbox"/> Perceived income	<input type="checkbox"/> Non Verbal	
<input type="checkbox"/> Disability/SEN/Ability	<input type="checkbox"/> Indirect	
<input type="checkbox"/> Health	<input type="checkbox"/> Cyber	
Details of behaviour observed or reported:		
Action taken (including sanctions applied):		
Date and time parents/carers informed?		
Follow-up:		
Date and time of follow up call to parents (within 2 weeks of the reported/witnessed incident):		
Signed by:	Date:	Headteacher:                      Date:

Print Name:

Print Name: