



THE LATIMER PRIMARY SCHOOL
Developing Responsibility; Caring about Achievement

Anti-Bullying Policy

Approved by Governing Body of Latimer Primary School: January 2017
Proposed review date and recommended frequency of review: January 2020 to be reviewed every 3 years.
Signed by Chair:
Other related policies: Behaviour policy, esafety policy, Anti- Racism Policy, Gender Inclusion Policy and other care and guidance policies

Aims of the policy

All members of the school community deserve the right to come to school without fear and feel valued, equal and respected. The aim of this Anti-bullying policy is to ensure that the children of this school can learn in a supportive, caring and safe environment without fear of being bullied.

We believe children should not have to experience bullying of any kind and staff, children, parents and governors all have a responsibility and role in ensuring bullying is both prevented and tackled. Bullying of any kind is unacceptable at our school.

The aims of this policy relate directly to the values of the school and to the Equality and Behaviour policies, and should be read in conjunction with these.

Whilst this policy mainly deals with bullying of children, at Latimer Primary School we will not tolerate bullying of any member of staff or governor by any member of the school community, and this will be dealt with in line with Local Authority guidance. Bullying of parent/carers by other parents/carers should be reported to the police.

What is bullying?

Bullying is:

“Behaviour by an individual or group usually repeated over time, that intentionally hurts another individual or group either physically or emotionally.”

DCSF 2007 – Safe to Learn

Bullying can be:

- **Emotional** - Being unfriendly, excluding from social groups, spreading rumours, tormenting (e.g. hiding books, threatening gestures, name calling)
- **Physical** - pushing, kicking, hitting, punching or any use of violence; damaging belongings
- **Cyber bullying** – The use of technology, particularly mobile phones, email, social networking sites, cameras and video facilities to upset someone else. It is different from other forms of bullying as it extends into the home and can quickly reach a wider audience. *See Cyber-bullying policy.*
- **Related to SEN or Gifted & Talented children, disability or health conditions** – bullying of the above nature related to disability or different learning needs (SEN).
- **Racist, cultural and religious** – behaviour that makes a person feel unwelcome, excluded and devalued because of their colour, culture, religious beliefs or where they come from.
- **Sexual** - unwanted physical contact or sexually abusive comments
- **Homophobic** – bullying based on a person’s actual or perceived sexual orientation.

What we know about bullying

We know bullying has a serious impact on children's self esteem, emotional and mental health, which in turn prevents children from developing their full potential . It can also seriously affect their family, their life chances and other pupils.

We recognise, at Latimer Primary School, that children do sometimes have accidents, tease or are unkind to each other. Although not ideal, as one-off events, these do not constitute bullying, and are dealt with via our whole school approach to behaviour management. If this unkind behaviour continues and results in the another pupil feeling uncomfortable, then this is bullying.

How do we deal with bullying?

Preventing

Through the 4L's, (Learning to Know, Learning to Do, Learning to Be, Learning to Live) and the 'Simple Truths', children understand they have a responsibility to look after one another.

We work to prevent bullying through:

- Developing children's social skills in regular teaching of PSHE through role plays, scenarios, stories and circle time activities
- Assemblies on anti-bullying themes
- Encouraging children to report bullying by telling an adult in school or at home
- Children designing posters through PSHE, Healthy Schools and Anti-bullying Week. Posters are displayed around the school
- Informing parents of the school's views on anti-bullying, its definition of bullying, and how parents and the school can work together. This is achieved through the prospectus, induction days, Healthy Schools work, and newsletters.
- Holding an annual Anti-Bullying Week to further raise awareness of bullying issues
- Working on Enhanced Healthy Schools Status which includes greater involvement of lunchtime supervisors in leading play

Responding

All staff **must** be alert to the signs of bullying and act promptly, sensitively and effectively against it in accordance with this school policy. Parents should also be aware of the signs and symptoms of bullying listed in Appendix 1.

A child may indicate by signs or behaviour that he or she is being bullied. When a child shows several of these behaviours, it does not automatically mean that they are being bullied, as there are other reasons that children can behave in these ways. However, staff and parents should be mindful of these possible signs and work in partnership to discover the causes.

If bullying does occur, all pupils should be able to know that incidents will be dealt with **promptly** and effectively.

We endeavour to empower children to respond to bullying in a variety of ways:

- Turn and say to the person who is bullying, "STOP! I don't like what you are doing!"
- Ask the person who is bullying to leave you alone whilst you have friends close by.

- Try not to fight back or retaliate.
- Tell an adult in school. If you feel uneasy about doing this on your own then ask one of your friends to help you or let an Anti-bullying monitor know.
- Let your parents know.
- If the bullying continues then tell someone again.
- If you see someone being bullied in the playground, then follow the 'I will cross the road for you', and 'I will take responsibility for myself and others' and report this to an adult.
- Children to have three safe people in school they can confide in.

Procedures for dealing with bullying

- Report bullying incidents to staff or Anti-bullying monitors.
- If bullying is suspected or reported, the incident will be taken seriously.
- The member of staff who has been approached will promptly investigate the reports sensitively and effectively by talking to those involved and any witnesses. All alleged bullying will be discussed with a key stage behaviour leader and/or the SLT and staff will complete an '**Incident of bullying**' form. A decision will then be made as to how to deal with the bullying appropriately, as outlined below.
- Where any investigation has confirmed that bullying has taken place, parents of the child who has bullied and the child who has been bullied will be *informed by phone or in person within 48 hours* and where appropriate will be asked to come in to a meeting to discuss the problem.
- Relevant staff will be kept informed and if the bullying persists they will record this and inform the head teacher, who will record and appropriate further action will be taken.
- All reports of bullying will be recorded on the **Incidents of bullying form** and given to the Headteacher.
- On a termly basis, the school reports the number of incidents of bullying to the governing body.

Outcomes

Responses to bullying may vary as each case must be taken on its merits and with the age, nature of the bullying and needs of the individual children in mind. The following gives an outline:

Outcomes will be decided on by a behaviour leader, the SLT and / or the Justice Panel and they may include:

Sanctions -

- Apologising to the child who has been bullied – (written or verbally as appropriate)
- Apologising to the parents of the child who has been bullied – (written or verbally as appropriate)
- Completing a 'Think Sheet'
- Having a Behaviour log, and /or Green or Red card
- Staying in at lunchtime/break time (for a specified amount of time)
- Exclusion at lunchtime
- Temporary or permanent exclusions

It should be noted that exclusions of any kind are a last resort, must be done with the full support of the Governing Body, and following procedures identified in the LA Guidance on Exclusion from School.

Support

Pupils who have been bullied will be supported as appropriate by:

- Having a prompt opportunity to discuss the incident(s) with an appropriate member of staff (Usually the class teacher or a behaviour leader)
- Being reassured that school will do what it can to keep them safe
- Raising their self-esteem and confidence
- Being encouraged to report further issues in a way that they are comfortable with
- Meeting with parents and class teacher to discuss ways of helping them to deal with bullying
- Arranging a review date/time to discuss outcomes and appropriate follow-up

Pupils who have bullied will be supported as appropriate by:

- Having a prompt opportunity to discuss the incident(s) with an appropriate member of staff where they will: establish which behaviour was inappropriate and why the child acted in this way and establish clearly what behaviour needs to change, and how the school can support this change and how school will deal with repeated bullying behaviour (linked to Behaviour Policy)
- Informing parents/carers of agreed actions and establishing how they can support
- Arranging a review date/time to discuss outcomes and appropriate follow-up.

If bullying persists further sanctions will be taken as outlined above and in accordance with the School Behaviour policy.

Responsibilities

All Staff

To follow the agreed procedures set out above (principally to take seriously and investigate *promptly*, thoroughly, sensitively and effectively any bullying that is suspected or reported).

Parents

Parents can help the school by:

- Being aware of the aims of this policy.
- Encouraging their child never to take part in any sort of bullying behaviour.
- Understanding that no bullying behaviour will be tolerated.
- Reporting any suspected bullying to a member of staff, rather than confronting parents and children directly.
- Cooperating fully with the school to resolve any bullying problems.
- Being highly vigilant about bullying using mobile phones, social networks and the internet.
- Attending latest anti-bullying initiative afternoons hosted by the school.

Parents are expected to actively support the policy by signing the home-school agreement and promoting behaviour that is in accordance with this policy and our school behaviour policy.

Children

Children are expected to report to an adult or playground monitor if they witness any bullying or if they are being bullied.

Playground monitors are appointed, responsible upper key stage 2 pupils who children across the school can go to for support and advice. These pupils have in-school training from the KS2 behaviour leader.

Monitoring and review

This policy and its effectiveness are monitored every two years by the SLT in the following ways:

- Learning walks for behaviour
- Behaviour logs/ Green & Red Card records
- Complaints to Head/Governors related to bullying
- Pupil Survey analysis and consultation with Year 6/School Council
- Parental Questionnaire analysis and consultation with parents on effectiveness of provision
- Analysis of records of bullying completed by staff

This information is then used by staff to further improve how school deals with bullying, and is reported to governors at their request.

Appendix 1

Behaviours that indicate children may be victims of bullying:

- is frightened of walking to or from school
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- becomes withdrawn, anxious or lacking in confidence
- starts stammering
- attempts or threatens self-harm, suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins not to do as well 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 starving (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 & jumpy when a cyber message is received