

Bickerton Holy Trinity Church of England Primary School



Anti-Bullying Policy

Person responsible for policy

Paul Sweetnam, Head Teacher

Approved:

13 February 2023

Signed:

Claire Carman, Chair of Governors

To be Reviewed:

FGB 3 2024

'Life in all its fullness' John (10:10)

Our School Prayer

This is our school,
Let peace be here,
Let it be full of happiness.
Let love be here.
Love of one another,
Love of everyone,
Love of life itself,
And love of God.
Amen

Our Mission Statement

Respect for oneself and others is central to our mission of giving every child in our school the highest standard of education and care within a Christian community.

Our School Rules

Respect and take care of each other.
Treat others how you would like to be treated.
Share and use the school's equipment and environment carefully.
Listen to each other and to adults at school.
Help others to learn.

Section A: Policies

General

This section contains the policies that the governing body has determined shall apply to the school. Procedures specified by the head teacher to implement these policies are detailed in Section B.

The following terminology is used in this section:

- “may” indicates a suggestion by the governing body to the head teacher;
- “should” indicates a recommendation by the governing body to the head teacher and indicates what the governing body considers to be best practice;
- “must” indicates a mandatory requirement determined by the governing body.

Where the head teacher is unable to implement any mandatory requirement specified in this section he must report the fact to the next meeting of the governing body and, in urgent matters, to the chair of governors.

Definition

In our school, bullying is defined as:

‘Any words or actions which are meant to hurt you or your feelings and which are repeated often over a period of time and which you find difficult to deal with.’

Our definition of bullying was initially drawn up by the staff. It was then discussed and agreed by Class 5 (Year 6 and Year 5 children) and the head teacher, and then with the whole school in assemblies, with Class 5 children putting on short performances of scenarios to help other children to understand what bullying is. It should be considered by the School Council each year to ensure that it remains relevant and that it supports the children’s understanding of bullying.

Bullying may occur between children, between adults, or between adults and children.

The governors regard all forms of bullying as unacceptable, including (but not exclusively) homophobic, racist, religious, cultural or gender reassignment bullying, and bullying based on special needs or disabilities. There is no excuse for bullying and it is not tolerated at Bickerton Holy Trinity Church of England Primary School. Bullying reduces people's life chances. In our school, we want to provide a safe place where everyone can live life in all its fullness. Our mission statement is very clear:

'Respect for oneself and others is central to our mission of giving every child in our school the highest standard of education and care within a Christian community.'

Anti-Bullying Strategy

The head teacher must plan and implement an anti-bullying strategy designed to discourage and as far as possible prevent bullying, ensure that all children are helped to understand what constitutes bullying, know that it is unacceptable, and know what to do if they think they or someone else are being bullied.

The anti-bullying strategy must ensure that all allegations or incidents of bullying are treated seriously and investigated as quickly and sensitively as possible, and that no initial assumptions are made that the allegation is or is not justified. It must make provision to ensure that parents of children involved know that an investigation has taken place; that they are made aware of the findings of that investigation, and that they are made aware of any follow-up actions that are to take place.

Monitoring

The governing body must monitor the implementation of this policy and appoint a link governor with special responsibility for safeguarding children.

Recording and Reporting

All incidents of bullying must be reported to the head teacher and the deputy head teacher and recorded.

The head teacher must inform the chair of governors if it is proving impossible to resolve any case of bullying and must include in the head teacher's report the number of instances of bullying that have been recorded.

Section B: Procedures

At Bickerton Holy Trinity Church of England Primary School, all forms of bullying are unacceptable. Our school community is made up of children, staff, parents, governors and visitors, all of whom should be treated with respect and should not, under any circumstances, be subject to bullying.

The head teacher and deputy head teacher are responsible for coordinating the whole school anti-bullying strategy. This includes holding an annual anti-bullying week in the Autumn Term, regular assemblies in which the issue of bullying is discussed, regular discussion of the school rules in assemblies along with PSHE as a central part of our curriculum. School rules are prominently displayed for all children and adults to see in all classes and are referred to frequently. They regularly form the basis of a series of assemblies. A lot of work is put in by all members of staff to make the environment of the school one where bullying is recognized by all members of the school community, and where it is always regarded as being unacceptable. Leaflets are made by the older children which provide help and guidance to others about what to do if they think they are being bullied.

Prevention is the best way to deal with bullying. However, we all recognize that in our school bullying may occur despite a lot of time being devoted to trying to prevent it. When bullying occurs, it is important that any children who are involved and their parents:

- see that an investigation has taken place;
- are made aware of the findings of that investigation;
- are made aware of any follow-up actions that are to take place.

Children are encouraged to tell an adult they trust if anything is happening to them which makes them feel uncomfortable or if they feel they are being bullied. This is a fundamental part of our anti-bullying strategy. All allegations or actual incidents of bullying will be treated seriously and this policy applied. When a child makes an allegation about the behaviour of someone towards them, the member of staff to whom the allegation is made should record this on CPOMS, briefly summarizing the allegation, and inform the head teacher and deputy head teacher. Each case will be treated individually.

Sometimes, although initially bullying may be alleged, incidents may, after investigation, turn out to be less clear than might at first appear to be the case. To help to determine if behaviour constitutes bullying, the head teacher or deputy head teacher follow a very clear process which is set out in the school's 'Bullying Allegation Information Record' (the 'pink forms'). The completed pink form should be scanned into CPOMS. The process is:

- make a record of the concerns which have been raised;
- investigate the concerns and record all the information from the investigation;
- weigh up the evidence and make a decision as to whether the concern constitutes bullying;
- record the reasons for that decision;
- share the decision with the child's parents;
- record subsequent actions to be taken;
- record when actions are taken;
- re-visit to make sure that there has been no recurrence and that actions have been effective.

It is very important that any allegation is investigated as quickly and sensitively as possible without making any assumptions about whether the allegation constitutes bullying or not. Whether it turns out to be bullying or not, if it causes concern to the child or adult, it is important that it is investigated and sorted out.

If behaviour is considered to constitute bullying, the following strategy is applied with the aim of putting an end to the bullying. Occasions when this strategy is used will be reported to the governing body in the head teacher's report. (If bullying is by an adult, for example a member of staff being subjected to bullying behaviour by another adult, this should immediately be reported to the head teacher and the chair of governors. A plan will be drawn up to stop the behaviour continuing.)

Anti-Bullying Strategy

If an incident of bullying has taken place:

1. Talk to the children involved.
2. Reassure the victim.
3. Ensure the victim has a buddy; talk with them together.
4. Reassure the victim that they can talk to an adult if they so wish.
5. Complete a record on CPOMS.
6. Carry out 'Interventions'.
7. Inform parents.
8. Inform staff.
9. As appropriate, meet with parents.
10. Monitor the impact of actions.
11. Head teacher informs the governing body in the head teacher's report.

If not able to resolve the issues:

1. Inform the chair of governors.
2. Meet with parents, draw up and carry out an action plan.
3. As appropriate, involve other members of staff, outside agencies eg Attendance and Children Out of School Team, Educational Psychologist.
4. Monitor the impact of the action plan.

Interventions

A Bullying Record will be completed by the perpetrator which includes an action plan to prevent recurrence of the bullying. The action plan will contain some 'Interventions'. These are designed to ensure that the perpetrator of any acts of bullying will have their attention drawn to their bullying behavior so that they are constantly aware of the impact of their behavior on the victim over a period of time. These interventions will include:

- initially, for a period of at least five days, at the beginning of every break time and lunch time, the perpetrator will see their class teacher to make a sincere promise not to repeat the behaviour or to cause distress or harm in any way to the victim;
- following those five days, if the teacher is happy that the behavior will not continue, this is reduced to meeting at the beginning of each morning break for a further five days;
- if the action plan is working, the perpetrator then sees the head teacher or deputy head teacher to be 'signed off' from interventions and then continues with any remainder of the action plan.

Action Plans

Action plans will initially be written by the perpetrator as part of the 'Bullying Record' which the child completes in the early stages of actions to tackle bullying behavior.

This action plan may include:

- positive acts of kindness and helpfulness towards other children;
- talking with the victim in the company of a member of staff so that the perpetrator understands the effect of their behavior and can identify ways to help make amends;
- making an apology to the victim and their family;
- targets to avoid repetition of the behavior;
- sanctions;
- interventions.

Other Actions

- Regular discussion with the head teacher or deputy head teacher (once a week for four weeks) about their behaviour and its consequences;
- Involvement of the parents of the perpetrator soon after the incident;
- Recording of discussions on CPOMS;
- Record of Interventions signed and kept with the 'Bullying Record' on CPOMS.

Summary of Written Records

1. Initial 'Record of Discussion' (on CPOMS).
2. 'Bullying Record' with Action Plan (on CPOMS).
3. Record of Interventions (on CPOMS).
4. 'Record of Discussion' for any conversations with parents and a summary of conversations with child during Interventions (on CPOMS).
5. Item in the head teacher's report informing governors of a bullying incident.