



Potten End Church of England (VC) Primary School

ANTI-BULLYING POLICY
Potten End Church of England (VC) Primary School

Policy Review

This policy was agreed by the Governing Board on 20th September 2018.

It is due for review in Sept 2021.

Signature Date

Head Teacher

Signature Date

Chair of Governors



Potten End Church of England (VC) Primary School

ANTI-BULLYING POLICY (CHILDREN)

This policy takes account of Government recommendations and includes reference to the school's core aims and a statement regarding the school's ethos.

Our Core aims

- Curriculum development and delivery -
We achieve maximum learning outcomes in English, Maths and across the curriculum using the most appropriate teaching methods
- Pupil welfare and pastoral care -
We promote the health and safety of all of the children and provide a caring and supportive pastoral system that takes account of their needs
- Moral and spiritual development -
We develop children's moral values and a spiritual awareness based upon the Christian faith with respect for and understanding of other religions
- Personal and social development -
We develop personal attributes of confidence, self-discipline, a sense of purpose and community aligned with tolerance and understanding towards others
- Inclusion -
We ensure that all children are included in activities by taking account of individuals' needs.

The school ethos

Our ethos is defined by our worship, the taught curriculum, our extra-curricular activities and the hidden curriculum. The hidden curriculum is what is learned as being a part of a school community and, specifically, a Church of England school.

We place emphasis upon the value of the individual and the uniqueness of human beings. We share the message that we should care for and respect each other. We find time for each other and we provide time for the children to talk about their feelings during circle times and PSHE lessons. We have Reflective areas in each classroom where children can ask to spend some reflective, quiet time.

All parents of children starting in Reception are asked to sign our Home School Agreement to confirm their agreement to support the school's policy on behaviour and discipline and to encourage their children to follow the School Rules. In addition to this, we also expect parents to treat our staff with respect; *raised voices will not be tolerated*.

Bullying

Bullying is defined as ***something that takes place on more than one occasion and is persistent in its nature***. It can include discrimination



Potten End Church of England (VC) Primary School

against children with disabilities, children of particular faiths, gender and gender identity and sexual orientation. It involves the exercise of power and is deliberate. It can be carried out by an individual or a group and causes serious distress to the victim or victims. Isolated incidents are also taken seriously and are dealt with following the school's behaviour policy.

Children fall out and occasionally lack the self-discipline to keep their feelings under control. This can result in any of the following hurtful incidents taking place:

- Physical:
Punching, biting, kicking, pushing, shoving, spitting or taking the property of others
- Verbal:
Name calling, teasing, racist or personal remarks
- Non-verbal:
Stopping speaking to somebody or ignoring them, spreading rumours, graffiti, exclusion from social groups, threatening or aggressive body language
- Cyber:
Sending abusive, upsetting or insulting e-mails, messages or texts on mobile phones or electronic messaging services (WhatsApp, etc.), posting abusive, upsetting or insulting comments or photographs on websites or social networking groups

In themselves, ***single instances of*** the above examples do not constitute bullying. In such instances as above, behaviour will be dealt with according to the behaviour and discipline policy.

Preventing Bullying

The Home School Agreement asks parents to support the school's policies, including behaviour, and encourage their child's personal responsibility. We discuss bullying and related feelings during Circle Time and PSHE lessons. From time to time the school takes part in initiatives to raise awareness; this includes Anti-Bullying Week. Bullying can also be a focus of Collective Worship, when pupils are reminded to report bullying. In Nursery & Reception we have Circle time. Years 1-6 have Worry Boxes.

Action following an allegation of bullying

Governors and parents have worked together to produce a document which explains to parents how allegations of bullying will be managed at school. (See appendix.)

How we support victims of bullying

- Discuss with the victim and parents the needs of the victim.
- Confirm the support the school can give to the victim, including referrals to external agencies if necessary.
- Agree if a restorative conclusion can be organised.



Potten End Church of England (VC) Primary School

What teachers can do to prevent bullying behaviour:

- Let the children know when they begin each year that bullying will not be tolerated.
- Encourage the children to tell an adult if they witness bullying or are being bullied.
- Deal with bullying and intimidation as soon as they find out.
- Listen and be sympathetic when a victim shares that they are being bullied.
- Don't agree to keep it a secret.
- Record names on the staff whiteboard to share a concern about children.
- Separately get the bully and the victim to write down or draw what has happened and sign it, if age-appropriate.
- Involve the Headteacher and the parents straight away, so that the bully realises that neither the teacher nor the parents will tolerate the behaviour and so that the victim will receive sympathy from the parents and the teacher.

Alleged bullies will be given an equal opportunity to be heard and a chance will be given for them to change their behaviour, usually following the guidelines in the rewards and sanctions section of our behaviour policy. It is important to remember that the behaviour of the bully and not the victim needs to change in cases of bullying.

What the children can do to stop bullying

- Tell an adult, for example their parents, another relation or a member of school staff, or go with a friend to an adult if they witness bullying or if they are a victim of bullying. Try to ignore comments or teasing.
- Tell the bully to go away and say "no" in an assertive way.
- Resist fighting back or retaliating as this will not help when teachers and parents become involved.
- Keep a diary of all the events and times and places and what is said and done in words or pictures, as appropriate.

What parents can do to support the school

- Support the approach of the school.
- Resist telling your child to retaliate.
- Take the incident seriously and listen sympathetically if your child tells you that they are being bullied.



Potten End Church of England (VC) Primary School

- Don't agree to keep it a secret.
- Tell the class teacher or Headteacher straight away.
- Invite friends to play at home after school.
- If your child is the bully, encourage him or her to apologise to the victim either verbally or in the form of a letter.
- Talk to your child to encourage an understanding of how the bullied child will be feeling.
- Encourage the child to maintain a diary of incidents.

Recording incidents of bullying

Schools do not have to keep records of bullying incidents. However, we wish to be able to monitor the success of our anti bullying approach and look for any patterns in bullying behaviour. Therefore all allegations are recorded and reported (anonymously) to the school governors termly.

Bullying outside of school

Government legislation gives Headteachers the power to investigate incidents which take place outside of school and which impact on school life.



Potten End Church of England (VC) Primary School

Appendix:

Managing allegations of Bullying

Bullying is defined as being an action which is persistent, intends to harm or hurt and where there is an imbalance of power or strength

PARENTS – follow these steps	SCHOOL
<p>STEP ONE: If you feel your child is being bullied you should approach the class teacher and explain your concerns. Where a child reports bullying to a member of staff, the child's parents will be informed.</p>	<p>The class teacher will investigate and report back to you. If bullying is found to have taken place a number of actions will be taken. If bullying is not found to have taken place the teacher will speak to parents and child and explain the reasons for this decision.</p>
<p>STEP TWO: If the situation does not improve or repeats itself after a period of time you should take your concern to the Headteacher or Deputy.</p>	<p>You may be asked to put your concerns in writing. Either the Headteacher or Deputy will investigate and report back to you.</p>
<p>STEP THREE: If you are still concerned that the problem has not been solved you may put your concerns in writing to the Chair of Governors.</p>	<p>The Chair of Governors will take the matter up with the school and report to you.</p>

All investigations will be undertaken following the school Behaviour Policy, a copy of which can be found on the web-site or can be obtained from the school office.

Discussions will take place with the victim, the perpetrator, any witnesses and the parents of both victim and perpetrator. Parents and victim may be invited to a meeting with the perpetrator. Written notes will be taken at all meetings. Written reports will be taken from members of staff.

Actions which may be taken whilst investigations are in progress

The victim and the alleged perpetrator may be separated when possible.
An adult may be allocated to the victim to whom they can report any problems.
Parents and/or victim may be requested to keep a diary.
The perpetrator may be excluded pending enquiries.
Work on bullying which is additional to the normal curriculum may take place.

Actions which may be taken where bullying is found to have taken place

The perpetrator will be expected to take responsibility for the hurt caused.



Potten End Church of England (VC) Primary School

Adult assigned to victim to report further incidents to and who will monitor for an agreed period.

Offer of counselling for victim.

Referral to an external service or exclusion (internal or external) for perpetrator considered.

Actions which may be taken where allegation is unsubstantiated through lack of supporting evidence

Home-school diary issued to alleged victim to record incidents.

Named adult confirmed for alleged victim to report to and for parents to contact.

Monitoring to take place for an agreed period.

Actions which may be taken where counter-allegations are made

Offer home-school diaries to both families.

Identify adult to monitor behaviours of both children and for parents to contact.

In each of the above three cases senior members of staff will contact all parties at weekly intervals including the parents for their views on progress until the investigation is completed.