

Kirby Muxloe Primary School



Anti Bullying Policy

Status: Voluntary

Date adopted by governing body: October 2020

Date for review: Autumn 2022

Introduction

We are committed to make Kirby Muxloe Primary School a place where everyone is respected, feels safe and secure and has the opportunity to reach their full potential. Bullying of any sort prevents this from happening and will not be tolerated.

Bullying is present to a greater or lesser extent in all institutions. All members of our school community deserve the right to feel valued, equal, and respected and be able to come to school without fear. Bullying has a serious effect on a person's self-esteem, emotional and mental health, which in turn prevents them from developing their full potential and can seriously affect their life chances. We recognise that anyone can either be a target of bullying or someone who displays bullying behaviour and that this can take place in many forms. Bullying is also referred to in our Positive Behaviour Policy, which runs alongside this policy.

Our Schools Definition of Bullying:

Bullying is any direct, unwanted behaviour among children or adults that involves a real or perceived imbalance of power. The behaviour is repeated, or has the potential to be repeated, over time. Children who are bullied or who bully others may suffer serious or life changing problems. Bullying is wrong in every way and at every level.

We explain this to the children as 'STOP' (several times on purpose). The school uses this definition to help children understand the seriousness of bullying compared to other unacceptable behaviours and provides the 'STOP' acronym that leads to children knowing they should 'Start Telling Other People'

Bullying is not:

It is important to understand that bullying is not the odd occasion of falling out with friends, name calling or arguments. It is bullying if it done several times on purpose. Children sometimes fallout or say things when they are upset. When occasional problems of this kind arise it is not classed as bullying. It is an important part of children's development to learn how to deal with friendship breakdowns, the odd name calling or childish prank. We all have to learn how to deal with these situations and develop social skills to repair relationships.

Types of Bullying:

We recognise that bullying can take many forms, which may incorporate race, religion or culture, SEN or disabilities, health conditions or appearance, family circumstances, sexual orientation (including homophobia, biphobia) or gender identity (including transphobia).

Bullying can include, and is not limited to:

- **Physical:** hitting, kicking, stealing, hiding other peoples' belongings, damage to belongings, anything physically unpleasant, taking someone's money or possessions against their will
- **Verbal:** naming calling, insults, religious remarks, and offensive remarks, taunting and teasing, mocking, threatening language, language that which is threatening, cohesive, sexual, homophobic or racist.
- **Indirect/ Emotional:** spreading nasty rumours, excluding others, isolating and ignoring another pupil, graffiti.
- **Cyberbullying:** includes all areas of the internet such as emails, chat rooms, threatening or abusive text messages or calls, video calling.

All staff should also be aware to the possibility of a member of staff bullying a child. Should anyone suspect that this is taking place this should be reported immediately to the Head Teacher. If the Head Teacher is suspected of bullying, the matter should be reported to the Chair of Trust Board.

Bullying outside of School

Head Teachers also have powers to respond to bullying outside of school premises, and to search for and confiscate items that may have been used to bully or intimidate (The Education and Inspections Act 2006: The Education Act 2011). The Head Teacher should also consider whether it is appropriate to notify the police of the action taken against a pupil. If the misbehaviour could be criminal or poses a serious threat to a member of the public, the police should always be informed.

As a school we have a duty to tackle bullying outside of school. This can relate to any bullying incidents that occur anywhere off our school premises. Where bullying away from the premises is reported to the school, it will be investigated and acted upon.

This power is very relevant to cyberbullying because much cyberbullying does take place out of school, partly because the technology used in cyberbullying, such as social networking services and smartphones, may be restricted in schools. However, the impact of cyberbullying can affect the lives and school lives of young people, so what takes place offsite has a direct impact onsite.

Guidelines for implementing the Policy:

We proactively promote an 'open door' policy at Kirby Muxloe Primary School, both for parents and children so that we establish a safe and secure learning environment to share any anxieties and share concerns. We use our PSHE curriculum and assemblies to promote this philosophy with the pupils.

A report of bullying may come via numerous routes including through members of staff, peers and parents/carers. Pupils are encouraged to report all incidences of bullying, whether they are bystanders or targets. We explain this to the children again as STOP (Start telling other people).

Procedures for reporting

Pupils:

- Pupils are encouraged to 'Start Telling Other People'.
- They are encouraged to report possible bullying to any member of staff, a friend, or a member of their family.
- Children can request to talk to someone, including the Pastoral Assistant in school
- Children who are 'bystanders' are encouraged to support their peers by reporting any suspected bullying.

Parents:

- Parents are encouraged to share any concerns with their child's class teacher as soon as they have concerns.

We have produced a guidance leaflet for parents and carers 'Bullying...a Guide to Parents and Carers'. (November 2014). This guidance gives information about bullying behaviour, signs of bullying, how to help, dealing with cyberbullying and what to do if you think your child is a target of bullying or if you think your child is bullying other children. This guidance can be found on the school website.

Staff:

All staff have the responsibility for the health and well-being of the children and have the duty to respond seriously to any claim of bullying. The following steps may be taken when dealing with incidences:

- If bullying is reported or suspected, the incident will be dealt with seriously and immediately by the person approached.
- If they are unable to investigate the matter must be referred immediately to a senior member of staff.
- A clear account of the incident will be recorded and assigned to the Citizenship Leader via CPOMS. All instances of bullying will be recorded and monitored for patterns of behaviours.

- Parents and pupils will be kept informed.
- Consequences and sanctions will be used as appropriate (in line with our Positive Behaviour Policy) and in consultation with all parties concerned.
- Proven bullying incidences will be logged.

A guide to the route of reporting and the level and actions for a report of bullying (appendix 1)

We provide guidance to all staff, including a leaflet (see appendix 3)

Procedures for outcomes and support

The child who has been bullied:

- The bullying behaviour or threats of bullying must be investigated immediately and the bullying stopped.
- The pupil will be reassured that they have done nothing to deserve the bullying and that what may have happened is not their fault.
- The pupil will be consulted with on how to rebuild relationships with the perpetrator if they want to do this.
- The pastoral assistant will offer support to the child.
- Following on from investigations, staff will 'check in' periodically with children that have been a target of bullying to ensure the child feels happy and safe at school.

The Perpetrator:

- Firstly and most importantly, the pupil should be helped to realise that bullying will not be tolerated, that it must be stopped immediately and that there can be no re-occurrence.
- Children are helped to reflect upon their actions and to empathise with how the targeted child may feel.
- The perpetrator will be asked to genuinely apologise, in writing or in person.
- Children that have bullied are supported to modify their behaviour. This may be through a behaviour plan, structured lunchtimes, pastoral assistance and involvement of parents to reinforce the unacceptable nature of bullying.
- Other consequences may take place such as loss of break times or other 'privileges' in school.
- An internal or fixed term external exclusion may be considered if appropriate.
- After incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

Parents

- Parents/carers of both the child who is a target and perpetrator will be kept informed throughout the process.
- Close contact will be maintained with the targets parent/carer to ensure the pupil is happy and feels safe in school
- Parent's views will always be considered but as a school we will stress that wherever possible reconciliation will be considered in order to provide clear resolution for all concerned whilst not condoning bullying.

Proactive Strategies

Our school's proactive strategies include, but are not limited to:

- We are a Telling school. This means that anyone who knows that bullying is happening is expected to tell the staff, parents or a trusted adult. This is a message that will be promoted at all times and with all of the school community.
- The school has a clear behaviour policy that rewards good behaviour. The rules are clear and focus on positive attitudes.
- We take part in the National Anti-Bullying week in November each year, involving all children in assemblies and class activities to ensure all children know what procedures should be followed.
- The school PSHE curriculum provides children with opportunities to discuss their feelings and attitudes and promotes a positive climate and develops understanding of differences including race, religion or culture, SEN or disabilities, health conditions or appearance and family circumstances.
- Our school has a system of Playground Buddies, encouraging children to support each other.
- Teaching staff, pupils and parents are made aware of how to use the internet safely and of the possibilities of cyberbullying
- The Junior Leadership Team will include bullying as an agenda item.
- A pupil version of this policy (written by pupils) will be made available to all pupils in school.
- The policy will be discussed with all pupils and made available to parents on the Website. This is to ensure that all pupils understand the school's policy of zero tolerance of bullying and their role in making it a success.
- Structured lunchtime activities for all pupils to participate in will be provided
- Becoming involved in new anti-bullying initiatives and strategies as they are made available.
- Anti-bullying training for Trustees (including the Named Governor for Anti-Bullying) and relevant staff
- Incidents will be logged and monitored on a termly basis by the Assistant Head Teacher. This information will be given to the Head Teacher and shared with the Trustees in the Head Teachers report.

Other Policies and documents linked to the Anti-bullying Policy

- Behaviour Policy
- Home School Agreement
- Child Friendly Policy (see Appendix 4)
- E Safety Policy
- Safeguarding Policy

A guide to the route of reporting bullying, recording and evaluating the policy

Level of Responsibility	Actions	Possible Further Actions
Parents	<ul style="list-style-type: none"> Report incident to class teacher Agree plan of action 	<ul style="list-style-type: none"> Parents might be encouraged to keep an incident log
Visitors to the site i.e. children/peers	<ul style="list-style-type: none"> Report incident to a member of staff 	
LSA, Lunchtime Supervisor	<ul style="list-style-type: none"> Report incident to class teacher Log incident 	
Class Teacher	<ul style="list-style-type: none"> Investigate allegations with target, pupil with bullying behaviour and any witnesses Parents informed face to face or by phone call Sanctions agreed Ensure incident is recorded on a log 	<ul style="list-style-type: none"> Monitor and review behaviour, ensure sanctions Ensure the target is supported, refer to Pastoral Assistant Talk through feelings with the target and pupil with bullying behaviour Ensure the policy is fully understood, and why what they have done is bullying. Report to CL Sanctions shared with all parties concerned
Citizenship Lead (CL) & SLT	<ul style="list-style-type: none"> Review investigations Interview with parent and child Ensure incident is reported in the behaviour record log. 	<ul style="list-style-type: none"> Monitor and review behaviour Involve outside agencies Review sanctions Behaviour plan put in place Regular promotion of behaviour expectations with children Promote Anti Bullying week
Head Teacher	<ul style="list-style-type: none"> Discussion with CL Interview with parent and child Review incidents of bullying with CL 	<ul style="list-style-type: none"> Internal/ external exclusion from school for fixed term Permanent exclusion from school Report to Trustees in HT report Involve outside agencies Record in Pupil Behaviour folder
School Trustees	<ul style="list-style-type: none"> Looking for trends of bullying for reports 	<ul style="list-style-type: none"> Dialogue with HT & CL Review of policy annually

Bullying Incident Report Form

Details of pupil

Name:

Year Group:

Class:

Ethnicity:

Gender M/F

SEN: Y/N

Looked after Child: Y/N

Date(s) and time(s) of incident:

Location(s) of incident:

Pupils Account / Concern of parents /carers

Details of people Involved:

Name

Class:

Details of incident:

Bullying incident related to: (tick all that apply)

Race:

Age:

Sexual

Orientation:

SEN or disabilities:

Religion or Culture:

Gender:

Other (define):

Forms of Bullying used: (tick all that apply)

Physical Aggression:

Damaging or taking personal possessions:

Deliberately excluding:

Verbal threats:

Naming calling and teasing:

Spreading rumours:

Cyberbullying:

Extortion:

Other (define):

Frequency and duration of bullying behaviour:

Once / Twice:

Persisting over 2 months:

Several Times a week:

Persisting for more than

Checklist: (tick as appropriate)

Has action been agreed with target? Y / N

Have both parents / carers been notified? Y/N

Has action been agreed with perpetrator? Y/N

Has a follow up date been set? Y/N

Had individual discussions with all involved? Y/N

Any notes / comments attached? Y/N

Details of actions agreed with everyone involved- including parents and carers:

Follow up review dates and interventions:

Completed by.....

Role: Date:

Checked by:

Role: Date:

Outcome of follow up and further actions taken:

Has the bullying stopped: Yes/ No

Describe any other outcomes, who was involved etc: