

SACRED HEART CATHOLIC PRIMARY SCHOOL HINDLEY GREEN

Grow in the spirit of love and learning



ANTI-BULLYING POLICY INCLUDING ANTI CYBER BULLYING

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Policy agreed by staff – SEPTEMBER 2018
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MISSION STATEMENT

Grow in the spirit of love and learning

We put our Catholic faith at the centre of everything we do, valuing and respecting each individual

We inspire adults and children to have a love for learning, harnessing natural curiosity to a thirst for knowledge.

We prepare children for the opportunities, responsibilities and experiences of adult life, to be at the heart of the community sharing their talents for the good of others.

Safeguarding Children

Sacred Heart Catholic Primary school is committed to providing a safe and secure environment for children, staff and visitors and promoting a climate where children and adults will feel confident about sharing any concerns which they may have about their own safety or the well-being of others. We aim to safeguard and promote the welfare of children by protecting them from maltreatment; preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes.

The School's Safeguarding policy draws upon duties conferred by the Children Acts 1989 and 2004, The Children and Families Act 2014, S175 of the 2002 Education Act, and the guidance contained in "*Working Together to Safeguard Children*", the DfE's statutory guidance "*Keeping children safe in education*", Guidance and procedures produced by the Wigan Safeguarding Children Board. We also have regard to the advice contained in DfE's "*What to do if you're worried a child is being abused*" and "*Information Sharing – Advice for practitioners*". The policy is applicable to all on and off-site activities undertaken by pupils whilst they are the responsibility of the School.

Aims of the Policy

- To maintain a community in which everyone feels valued and safe and where individual Differences are appreciated, understood and accepted;
- To promote a secure and happy, caring environment where kindness and helpfulness are Expected;
- To praise and reward positive behaviour;
- To teach pupils to respect themselves and others, promoting crucial self-esteem;
- To reduce the emotional and mental distress of any bullying enabling all pupils the right to Enjoy their time at school;
- To inform pupils and parents of our expectations in order to foster a productive Partnership, where each and everyone has a role to play.

Definition of Bullying

Bullying is the behaviour of a person using their strength or power to coerce others by fear. It is the deliberate abuse of power involving someone less powerful. It is the wilful, conscious intent to hurt, threaten or frighten. Bullying can take many forms. It can be: ~

Physical - Hitting, kicking, and taking belongings.

Verbal - Name calling, insulting, hurtful remarks.

Indirect - Spreading nasty stories about someone, excluding someone from social groups.

Bullying is deliberately hurtful behaviour: ~

It can be repeated often over a period of time. It is a conscious desire to hurt or frighten another child by using greater strength, power or greater numbers.

Understanding Cyber bullying:

Cyber bullying is the use of social media (mobile phones, computers, tablets, and games consoles, cameras) to abuse another person.

It can take place anywhere and involve many people.

Anybody can be targeted including pupils and school staff.

It can include threats, intimidation, harassment, cyber-stalking, vilification, defamation, exclusion, peer rejection, impersonation, unauthorised publication of private information or images etc. See list below

1. Text messages —that are threatening or cause discomfort - also included here is "Blue jacking" (the sending of anonymous text messages over short distances using "Bluetooth" wireless technology)
2. Picture/video-clips via mobile phone cameras - images sent to others to make the victim feel threatened or embarrassed (Social Media - Instagram, snap chat, YouTube)
3. Mobile phone calls — silent calls or abusive messages; or stealing the victim's phone and using it to harass others, to make them believe the victim is responsible.
4. E-mails — threatening or bullying e-mails, often sent using a pseudonym or somebody else's name.
5. Chat room bullying — menacing or upsetting responses to children or young people

when they are in web-based chat rooms.

6. Instant messaging (IM) — unpleasant messages sent while children conduct real-time conversations online using for example, MSM (Microsoft Messenger) or Yahoo Chat

7. Bullying via websites/games consoles — use of defamatory blogs (web logs), personal websites and online personal "own web space" sites such as Bebo (which works by signing on in one's school, therefore making it easy to find a victim) Facebook and Myspace, Instagram, Snapchat– amongst others.

Signs to look for in a pupil that is being bullied

Signs of bullying might include:

- unwillingness to come to school;
- withdrawn, isolated behaviour;
- complaining about missing possessions;
- refusal to talk about the problem;
- being easily distressed;
- Damaged or incomplete work.

Strategies for preventing bullying within school

- Develop a classroom ethos which promotes respect for the individual
- Adults setting an example by practising basic good manners.
- Classroom rules which outlaw anti-social behaviour.
- Vigilance by all adults and pupils in the school.
- Discipline policy implemented by all staff.
- Follow the aims of the school mission statement
- Help children make the right choices and not succumb to peer pressure;
- Include long-term curriculum work about bullying and other forms of anti-social behaviour
- **Procedures to Prevent Cyber bullying:**
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- Staff, pupils, parents and governors to be made aware of issues surrounding cyber bullying.
- Pupils and parents will be urged to report all incidents of cyber bullying to the school.
- Staff continuing professional development will assist in learning about current technologies
- Pupils will be involved in developing and communicating this policy.
- Pupils will learn about cyber bullying through the computing curriculum (age-appropriate E-Safety elements), PSHE, assemblies, anti-bullying week activities and other curriculum projects.
- Pupils will sign an Acceptable Use of ICT contract.
- Parents will be provided with information and advice on how to combat cyber bullying

Anti-Bullying & Anti Cyber Bullying Policy 2018

- Parents will be expected to sign an Acceptable Use of ICT contract (on behalf of their child) and to discuss its meaning with their children.
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- Pupils, parents and staff will be involved in reviewing and revising this policy and school procedure.
- All reports of cyber bullying will be investigated, recorded, stored in the Head teacher's office and monitored regularly.
- The Local Authority can provide support and assistance in dealing with incidents of cyber bullying and can be contacted by staff and parents.
- The police will be contacted in cases of actual or suspected illegal content.

What parents should do:

The support of parents is vital in preventing bullying.

Watch out for any signs that your child might be a victim of bullying.

Listen to your child and take reports of bullying seriously.

If you think that your child is being bullied, contact the school straight away.

Speak to your child's teacher or the head teacher.

Work with the school.

Help us to make sure of the facts and support your child through the incident.

It can take more than one attempt to stop bullying.

Don't hesitate to contact us again if you think that it is continuing.

What children should do if they are being bullied?

Tell someone straight away.

Tell any of the adults in school, or someone at home.

Take a friend with you if you want.

Keep telling until the bullying stops.

If you see someone being bullied:

Tell someone straight away.

Don't stay and watch, go and get help.

Don't ignore it.

What staff should do?

Be aware of any concerns or reports of bullying.

1. Class teachers will decide whether to deal with the matter themselves or to involve the Head or Deputy.
2. If the incident appears not to be serious then it may be resolved through informal Discussion. The incident will always be recorded.
3. If the incident is more serious then a 'taking responsibility' conference will be held, Usually by the head or deputy, although it can be done by the class teacher. This Involves three steps.
 - a) An interview with the bullied person. The adult talks to him/her about feelings; the adult Needs to know who was involved; the adult seeks his/her permission for a meeting to be Called for all those involved; the bullied person chooses whether or not to be at the Meeting.
 - b) The meeting will be with the people involved in the bullying and other children; the adult Talks about how the bullied person feels; details of the incident are not discussed and No one is blamed; each group member is asked to suggest a way in which the bullied Person could be helped; the adult does not extract promises of improved behaviour; Responsibility is given to the group to solve the problem.
 - c) Second meeting: The adult sees the bullied person and the whole group one week later. They discuss how things are going. This allows for monitoring and keeps each group Member involved in the process.
4. If serious bullying continues the class teacher will consult with the head teacher or Deputy over further action. This may include;

Lunchtime exclusions

Behaviour contracts

Special needs assessment

Parental meetings

Reporting bullying

Parents who have concerns should in the first instance speak to the class teacher, then the Head teacher (Head teacher is the nominated person for anti bullying in the school, Chair of Governors is the nominated Governor).

- take all bullying problems seriously,
- investigate all incidents thoroughly;
- ensure that bullies and victims are interviewed separately;
- obtain witness information;
- keep a written record of the incident, investigation and outcomes;
- inform staff about the incident where a pupil is involved;
- Ensure that action is taken to prevent further incidents. Such action may include:
- imposition of sanctions;
- obtaining an apology;
- informing parents of both bully and bullied;
- providing appropriate training;
- Providing mentor support for both victim and bully.

Parents should be made aware of the school complaints procedure and be assured that, should they make a complaint through that procedure, the matter would be taken seriously and dealt with accordingly.

Responding to bullying

- Accusations of bullying should be investigated tactfully.
- Both sides should be listened to.
- Children who are being bullied, and children who witness bullying, must be encouraged to tell a chosen adult.
- Incidents of bullying should be dealt with in private when appropriate.
- The bully needs to be made to reflect on his/her actions and come to an acceptable conclusion about future behaviour.
- The victim should be helped and supported.
- Recurring incidents will be recorded. A diary may be kept.
- Children should be encouraged to develop positive attitudes towards each other.
- Positive role modelling by staff is essential.
- Christian attitudes should be part of our school ethos.

Roles of the Class teacher

- A copy of the schools anti-bullying policy is in the staff handbook.
- At the beginning of the school year in each class to set up class rules and to speak to children about supporting one another if they see anyone being bullied, ensure that they know the procedures to follow.
- The Class teacher will monitor and observe behaviour in the classroom, keeping written notes where appropriate.
- The Class teacher after an initial incident will keep the Head teacher informed, however after a repeat of the behaviour the matter will be reported to the Head teacher.
- Senior Management team to offer guidance to the support staff in effecting anti-bullying strategies whilst working in class with the teacher and pupils
- At the beginning of the school year ensure that the children are aware of the rules in the playground and the hall to formulate acceptable behaviour from all the children and that they all receive the same message.
- All new members of staff are made aware of the schools anti-bullying policy.

Implications for the teachers and learning assistants

Teachers and learning assistants will:

1. Give time to listen to children, in a quiet place if this would be helpful. Always take seriously any complaints of bullying and keep records.
2. Give all children regular opportunities to talk about their feelings in a safe, group situation.
3. Be aware and observant of potential bullying.
4. Take action immediately bullying is suspected.
5. Inform the Head teacher of any bullying.
6. Support other colleagues in any agreed action.
7. Recognise that we as adults sometimes need help and ask for it if necessary.
8. Teachers and learning assistants should lead by example.

Implications for Lunchtime Supervisors

Mid day Supervisors will:

1. Give time to listen to children, always taking seriously any complaints of bullying.
2. Be aware and observant at all times of potential bullying.
3. Take appropriate action immediately bullying is suspected.
4. Report all incidents to the Head teacher or class teacher. Positive behaviour may also be reported.
5. Support other colleagues in any agreed action.
6. Recognise that as mid-day Supervisors we sometimes need help, and ask for it if necessary.
7. Mid day Supervisors should lead by example.

Role of the Head teacher

- The head teacher is responsible for promoting good behaviour and discipline in line with the governing body's general principles.
- The head teacher should ensure that staff, pupils and parents are aware of the school's policy for discipline, anti-bullying and of the school's behaviour code.
- The head teacher will meet with parents and staff after incidents has been reported.
- The head teacher will involve external support agencies where necessary for support and counselling for victim and bully.
- The head teacher will liaise with other schools to share best practice.
- The head teacher will share information with the junior school during transition meetings, where relevant.

Role of the Governing Body

The Governing Body is responsible for setting the overall direction and ethos of the school. They should monitor the work of the head teacher and the implementation of policy to ensure that:

- The ethos of the school, its values and the boundaries of acceptable behaviour are not Broken;
- The moral code is maintained;
- Positive and constructive rules of conduct are followed;
- The rewards and punishments are fairly and consistently applied.

Implications for parents

Parents will:

1. Encourage children not to be aggressive, even in response to provocation, giving children alternative strategies.
2. Try to establish the facts and keep an open mind.
3. Help their child to feel able to talk to them about any fears or worries, and take seriously any talk of being bullied (they may not use the word 'bullied').
4. Be aware of what is happening in their child's life and discuss any awareness or suspicion of bullying with the class teacher.
5. Actively endorse and support the Anti-bullying policy.
6. Support the school in any agreed action.

Monitoring of the policy

Monitoring should have regard to information about incidents of bullying and how they were resolved, both immediately and over the longer term. Monitoring procedures can be used for two purposes.

1. To enable the school to follow up and record progress.
2. To identify whether or not the anti bullying policy is really being effective.
3. The head Teacher will keep a record of bullying incidents in the school office

Appendix to Anti bullying policy

Steps we will take to deal with bullying incidents:

When dealing with bullying incidents we will;

- Listen carefully to any child's complaint and take any incident or report seriously
- Take charge yet remain calm
- Take action as quickly as possible
- Decide who are the pupils involved and talk to them about the incident
- Reassure the victim, so they feel neither inadequate nor foolish
- Make it absolutely clear that this behaviour is unacceptable.
- Report the incident to the Head teacher or Deputy Head teacher.
- The Head teacher or Deputy Head teacher to speak to the parents concerned.
- Using the behaviour policy and anti bullying policy with the parents as a focus point
- Set targets to improve behaviour
- Set a time period of observation of behaviour and close supervision of pupils concerned
- Agree a date to re convene to address issues, record in writing the actions planned
- Involve class teacher and other staff where appropriate
- At the review meeting check on action plan and targets, if they have been met, agree a future date to monitor behaviour
- At the review meeting if the situation has not improved, start the cycle again
- At the review meeting if the situation has not improved, involve the Inclusion Officer and /or the Behaviour service manager to offer support and guidance to school staff
- If situation still not improving take the matter to the school Governors to resolve