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## **Staverton CE VC Primary School**

### **Anti-Bullying Policy**

#### **1. Introduction**

Bullying is unwanted, aggressive behaviour among school aged children that involves a real or perceived power imbalance. The behaviour is repeated, or has the potential to be repeated, over time. Both kids who are bullied and who bully others may have serious, lasting problems.

In order to be considered bullying, the behaviour must be aggressive and include:

- An Imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.
- Repetition: Bullying behaviours happen more than once or have the potential to happen more than once.

Bullying includes actions such as making threats, spreading rumours, attacking someone physically or verbally, and excluding someone from a group on purpose.

### **Types of Bullying**

There are three types of bullying:

- Verbal bullying is saying or writing mean things. Verbal bullying includes:
  - Teasing
  - Name-calling
  - Inappropriate sexual comments
  - Taunting
  - Threatening to cause harm
- Social bullying, sometimes referred to as relational bullying, involves hurting someone's reputation or relationships. Social bullying includes:
  - Leaving someone out on purpose
  - Telling other children not to be friends with someone
  - Spreading rumours about someone
  - Embarrassing someone in public
- Physical bullying involves hurting a person's body or possessions. Physical bullying includes:
  - Hitting/kicking/pinching

- Spitting
- Tripping/pushing
- Taking or breaking someone's things
- Making mean or rude hand gestures

## 2. Aims of the policy

- That every child or adult has the right to feel safe and enjoy their time at school without the threat of bullying behaviour. Our approach is to build the children's self-esteem and confidence and for our approach to be consistent across the school. We intend that the policy is clearly understood and shared by all children, staff and parents.
- The anti bullying policy takes its place within the general aims of the school. It has close links to the SEAL/Learn 4 Life, Child Protection, Behaviour, Anti-racism and PSHE policies and is set within the framework of the whole school safeguarding agenda.

## 3. Responsibilities

All staff, teaching and non-teaching, parents, carers and pupils are responsible for the implementation of the anti-bullying policy.

All staff should be alert to and be able to identify signs of being bullied in pupils who are not disclosing their situation.

All pupils must be encouraged to report all incidents of bullying. The school should provide an element of confidentiality.

Bullying should be acted upon promptly and appropriate action taken.

Parents and carers of identified victims or bullies should be notified and involved where appropriate.

All cases of bullying should be recorded using the appropriate incident form and copies should be kept in the anti-bullying file, which is held in the Head Teacher's office. A copy is in appendices to this document.

## 4. Procedure

The following is a list of actions available to staff depending on the perceived seriousness of the situation. The emphasis is always on a caring, listening approach as sometimes bullies are victims too – that is sometimes why they bully.

If bullying is suspected we will:

- Inform the class teacher and Head Teacher.
- Talk to the suspected victim, and any witnesses individually.
- One child's word against another is never taken as credible evidence unless supported by a confession, credible witness account or any other credible form of evidence.
- All possible witnesses and forms of evidence must be explored as part of the investigation.
- Identify the bully and talk about what has happened, to discover why they became involved. Make it clear that bullying is not tolerated.
- If the bully owns up then sanction procedures outlined in the Behaviour Policy will be followed.
- Incidents of bullying are recorded in the Anti-bullying File and kept in the Head Teacher's office.
- Keep an informal log of incidents if there are concerns.
- Involve all parties together to discuss the issues if agreed by all parties.
- Support and empower children to resolve the conflict and understand their role in the issues.

- Establish an agreement between the children where needed.
- Inform parents of both the bully and the bullied.
- Follow up with further discussions with individuals as and when appropriate.
- When necessary support children individually or together.

The procedures in this policy do not override or contradict those in the Behaviour Policy and both policies were devised to be continuous with each other.

### **Staverton School's Anti-bullying Strategies for Prevention**

- Anti bullying week
- Children are made aware of the strategies to deal with low level issues and what to do in different situations including situations of cyberbullying.
- Children may participate in activities such as role play work in class as part of the Wiltshire Learn4Life scheme and other schemes used in the school.
- Making use of curriculum opportunities to raise pupil awareness eg through RE, cross-curricula themes, drama, story writing and literature.
- Our whole school Behaviour Policy (2021)
- Good quality role models e.g. Play Leaders
- Adult modelling of appropriate response to a wide range of scenarios
- Children, parents and staff have a good knowledge of the procedure/policy
- Children and staff have a clear understanding of their rights and responsibilities
- E-safety frequently discussed and taught

#### **5. The role of the Governors**

The governing body supports the Head Teacher in all attempts to eliminate bullying from our school. The governing body will not condone any bullying at all in our school, and any incidents of bullying that do occur will be taken very seriously, and dealt with appropriately.

The governing body monitors incidents of bullying that do occur, and reviews the effectiveness of this policy regularly. The governors require the Head Teacher to keep accurate records of all incidents of bullying, and to report to the governors about the effectiveness of school's anti-bullying policy.

If a parent or staff member is dissatisfied with the way the school has dealt with a bullying incident, they should follow the school complaints procedure by initially contacting the class teacher. If the concern remains, they should contact the Head Teacher. If they are still concerned, they should contact the Governing Body via the clerk.

#### **6. The role of the Head Teacher**

It is the responsibility of the Head Teacher to implement the school Anti-bullying Policy, and to ensure that all staff (both teaching and non-teaching) are aware of the school policy, and know how to identify and deal with incidents of bullying to children or to a staff member. The Head Teacher reports to the governing body about the effectiveness of the anti-bullying policy on request. The Head Teacher ensures that all children know that bullying is unacceptable behaviour. The Head Teacher ensures that all staff, including midday supervisors, receive sufficient training to be equipped to identify and deal with all incidents of bullying. The Head Teacher leads the school in making our vision a reality, where all members of the learning community nurture, value, respect and care for each other.

#### **7. The role of all staff**

- All forms of bullying are taken seriously, and proactive measures are taken to prevent it from taking place.
- All adults to deal with situations quickly to prevent situations escalating.

- All adults to follow up what they have said e.g. monitoring specific pupils, follow up discussion etc.
- Teachers are responsible for recording of all incidents of bullying that happen in their classes, and that they are aware of in the school. If a child is being bullied or is bullying others, the class teacher will inform the child's parents and the Head Teacher.
- There is an anti-bullying form in which staff record all incidents of bullying that occur both in and out of class. The school also record incidents that occur near the school, or on the children's way between school and home, that we are aware of. All adults who witness an act of bullying should record it in the Anti-Bullying File. This will be kept in the Head Teacher's office.
- When any bullying takes place between members of a class, the teacher will deal with the issue immediately, in accordance with school procedure, including counselling and support for both the victim and perpetrator of the bullying.
- All members of staff routinely review school policy and procedures, which equips them to identify bullying and to follow these steps with regard to behaviour management.
- A range of methods are used to help prevent bullying and to establish a climate of trust and respect for all children and adults in school.

## 8. The role of parents

Parents have an important part to play in our anti-bullying policy. We ask parents to:

- Look out for unusual behaviour in their children – for example, they may suddenly not wish to attend school, feel ill regularly, or not complete work to their usual standard.
- Always take an active role in their child's education. Enquire how their day has gone, who they have spent their time with, etc.
- If they feel their child may be a victim of bullying behaviour, inform school immediately. Their complaint will be taken seriously and appropriate action will follow.
- If a child has bullied their child, they should not approach that child on the playground or their parents or involve an older child to deal with the bully.
- Please inform school immediately who will deal with it following the school procedures. It is important that they advise their child not to escalate the situation if they can. It can make the case harder to resolve if they have.
- Tell their child that they do not have to tolerate bullying.
- Reinforce the school's policy concerning bullying and make sure their child is not afraid to ask for help.
- If they know their child is involved in bullying, please discuss the issues with them and inform school. The matter will be dealt with appropriately. Remember incidents are confidential, they should not be discussed with other parents on the playground. Speak to school staff if they have concerns.
- Parents have a responsibility to support the school's anti-bullying policy, actively encouraging their child to be a positive member of the school.
- If any parent is dissatisfied with the way the school has dealt with a bullying incident, they should follow the school complaints procedure by initially contacting the class teacher. If the concern remains, they should contact the Head Teacher. If they are still concerned, they should contact the Governing Body via the clerk.

## 9 The role of the victim

*What Can Children/ Adults Do If They Are Being Bullied?*

Adults can inform the Head Teacher if they believe they are being bullied in the workplace. Each term or when incidents occur, class teachers will discuss bullying and reinforce the following strategies:

- Remember that silence is the bully's greatest weapon.
- They should tell themselves that they do not deserve to be bullied and that it is wrong.

- Be proud of who they are. It is good to be individual.
- Try not to show that they are upset or scared. It is hard, but a bully thrives on someone's fear.
- Stay with a group of friends/people. There is safety in numbers.
- Be strong inside – say "No!" Walk confidently away. Go straight to a teacher or member of staff.
- If they are receiving emails, texts or messages that make them feel uncomfortable they should save them and show them to an adult. Do not respond to them.
- Fighting back may make things worse – don't do it.
- Generally it is best to tell an adult that they trust straight away. They will get immediate support.
- Teachers will take all incidents' seriously and will deal with the bullies in a way which will end the bullying and will not make things worse for a victim.

*What do you do if someone knows someone is being bullied?*

- Tell an adult immediately. Teachers will deal with the bully without getting you into trouble.
- Do not take direct action yourself.

## **10. Resources**

- Social, Emotional aspects of learning/Learn 4 Life resources
- Anti-bullying alliance materials included in the Healthy Schools folder
- Childline website ([www.childline.org.uk](http://www.childline.org.uk))
- Kidscape [www.kidscape.org.uk](http://www.kidscape.org.uk)
- Related policies: Behaviour policy, Equal opportunities policy and Child protection policy.

## **11. Monitoring**

The Head Teacher and the Governing Body will be responsible for monitoring of this policy. Any grievances with the policy or with any incidents of bullying should be brought to the attention of the Head Teacher.

## **12. Review**

This policy will be reviewed bi-annually.

## **13. Appendix 1. Recording Form**

**Central Logging Form for bullying incidents of children and young people in schools**



Reported by:

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Name and year group of the pupil/s who have been bullied:

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Name and year group of the pupil/s who have bullied:

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Date/Time of incident \_\_\_\_\_

**Bullying incident related to – please tick one or more boxes**

Race		Gender		Appearance/Health condition	
SEN or Disabilities		Age		Sexual orientation	
Religion/Culture		Other		Specify:	

**Forms of bullying used – please tick one or more boxes**

Verbal abuse		Isolation (including being ignored or left out)		Physical abuse	
Having personal possessions taken/ causing damage to personal property		Cyber bullying (including text messages, emails, social networking sites...)		Being forced to hand over money	
Being forced into something against their will		Spreading rumours/ nasty notes		Other (please specify)	

**Brief description of incident**

**Advice given/ action suggested by person who logged this complaint**

- Have the parents/carers of the pupil/s who were bullied been informed?
- 

- Have the parents/carers of the pupil/s who have bullied been informed?
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**FORM TO BE PRESENTED TO CLASS TEACHER AND/OR HEADTEACHER**