



Sacred Heart Catholic Primary School Anti-Bullying Policy: December 2016

Living, learning and loving happily together, with Christ at the centre.

Policy Review

The policy was last reviewed and agreed by the Governing Body on *December 2016*
It is due for review on November 2018 (up to 1 years from the above date).

Signature *A Smith* Date 2.12.16
Head Teacher

Signature *Vivienne Morgan* Date 2.12.16
Chair of Governors

Introduction

At Sacred Heart we believe everyone has the right to learn in a safe, supportive, inclusive and caring Christian environment. Bullying is anti-social behaviour, unacceptable and will not be tolerated. It is everyone's responsibility to play an active role in preventing bullying.

Aims of Policy

This policy sets out the practice in the school for dealing with bullying. It clarifies that all bullying, in any form, is always unacceptable. It informs all staff, pupils, and parents of the prevention strategies which the school has in place and that if bullying occurs in our school, the procedures we follow.

Definition

Bullying occurs when an individual or a group of children exercise control over another, often leaving the victim feeling powerless and alone.

Bullying behaviour has three features in common:

- it is deliberately hurtful behaviour;
- it is repeated over a period of time;
- it is difficult for those being bullied to defend themselves.

Bullying can take many forms including:

- Physical – hitting, kicking, pinching, jostling, taking or damaging belongings;
- Verbal – name-calling, insulting, offensive remarks, threats;
- Indirect – spreading gossip or rumours about someone, excluding someone from social groups, intimidation, coercion, or victimisation.
- Cyber bullying- the malicious use of emails or text messaging on mobile phones and social networking sites.

Bullying Outside School

Some bullying incidents take place out of school. In recent years this has taken the form of abuse via the internet. The school will address any bullying issues as events outside school can have a negative impact on the relationships of children in school.

Prevention

Sacred Heart School is committed to a strong anti-bullying policy and will take all steps to oppose behaviour of this type and to support both those being bullied and those bullying.

This includes:

- Creating a positive, caring, sharing ethos in the school community where mutual respect is encouraged and the Gospel values of love, truth, peace and justice are lived out in our daily lives.
- Emphasizing to all pupils the serious nature of bullying by raising children's awareness of what constitutes bullying through our R.E. curriculum, assemblies, discussions and our PSHE and citizenship programme.
- Taking part in Anti-bullying week in November and Feeling Good Week in February.
- Encouraging good behaviour, manners, and social interaction, allowing every child to have daily opportunities to interact successfully in school, class, and playground situations. Any hurtful behaviour is taken seriously. Incidents are recorded and monitored.
- Having a spirit of openness so that each child will know that any approach to an adult, be it a teacher or another adult, will be received with sympathy and taken seriously, giving children opportunities to report any issues.
- Encouraging children to care for each other and to be considerate and responsible for each other's needs. Pupils are encouraged to express their concerns about themselves and each other.
- Having regular assemblies to share information about incidents and how they have been resolved and to promote positive anti-bullying messages. Pupils are encouraged to seek help and support each other within the context of a Christian family.
- Training Y6 pupils in peer mediation roles which enables them to help other pupils to resolve disputes peacefully.
- Encouraging all pupils to report any bullying-type/hurtful behaviour that is witnessed.
- Ensure that there is good adult supervision of children on the playground and around the school, maintaining constant awareness of the possibility of bullying situations.
- Ensure all staff are trained regularly in dealing with any inappropriate behaviour to ensure consistency in the school's approach.

Anti-Bullying Ambassadors

A group of Year 6 children are trained as Anti-bullying Ambassadors every year. They wear an Anti-Bullying badge and are available for children to talk to if they have concerns. They also inform an adult if they witness any behaviour that could be of a bullying nature. They plan and lead Anti-Bullying activities every term. These include assemblies, workshops with classes and special days/ events e.g. Smile Day. The Ambassadors meet regularly with the Deputy Head to review their work.

Recording

All behaviour incidents that occur in school are recorded and monitored in an Incident File or the classroom behaviour book. These are also analysed half-termly to look at names of pupils exhibiting unkind behaviours and those pupils being targeted. This process is used to provide preventative strategies and pupils with inappropriate behaviour are worked with in a variety of ways e.g. 'Time to Talk' game; SEAL activities; learning mentor, family worker to support both parents and pupil to prevent behaviour becoming bullying.

Recognising bullying

An important element in identifying bullying is creating a positive school culture in which reporting bullying is seen as a positive and valued act by pupils.

A number of indications can arise to alert staff and parents to the presence of bullying:

- Sudden deterioration of academic progress
- Deterioration in behaviour patterns – becoming quiet, withdrawn or nervous
- Wanting to stay in at play time
- A desire to be with adults rather than other children
- An increase in attention seeking behaviour
- Not wanting to go to school, changes in attendance patterns or frequent late arrival
- Inventing medical ailments, stomach aches etc.
- Having possessions “go missing”
- Refusing to say what is wrong

While these may not be evidence of bullying taking place, the fact that they might be should not be ignored. Children showing evidence of such changes should be given every opportunity to talk about any problems to any member of staff.

- Pupils should be encouraged to talk and reassured that they will be listened to and their concerns taken seriously.
- Pupils should be reassured that action will be taken to support and protect them and ensure that the bullying stops.

Procedures

The following steps will be taken when dealing with incidents of bullying or hurtful behaviour:

1. All incidents of hurtful behaviour are recorded. If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached.
2. A clear account of the incident will be recorded and given to the Deputy or Headteacher.
3. The Deputy or Head teacher will interview all concerned - the victim; the alleged perpetrator and any witnesses to the behaviour.
4. Work will be undertaken with pupils who have been bullied, to help them understand why their behaviour is wrong and that there is a need for a change.
5. Parents of the pupils involved will be informed of what has occurred and how the matter has been resolved. Parents' support will be enlisted and suggestions given if appropriate.
6. The children involved will be monitored on the playground and in the classroom until the situation has been resolved.
7. If a parent has made an allegation or monitoring has established bullying is taking place, the parents of the children involved will be informed. Discussions with parents will always take place separately.
8. Class teachers will be kept informed.
9. The victim will be given a designated adult with whom they can discuss any problems. At lunchtime, the child will also have access to a Mid-day Supervisor or a member of the teaching staff. The bully will also be given a designated adult.
10. If the bullying is of a racist nature, a racial incident form will be completed by the Deputy or Headteacher.

Sanctions - A staged approach is used in line with the school's Positive Behaviour Policy.

Before determining which stage is appropriate, the school will consider the situation, context, age and specific needs of a child. Although this is a staged approach, a child may not

necessarily work through each stage. They could go straight to stage 3 or 4 if their behaviour warranted this. If bullying is identified parents will be informed regardless of the stage of sanction given.

1. **Positive Reminder** - No further action if the matter is resolved by straight forward discussion including a reminder of how a child should be treating other children.
2. **Close Supervision** - The removal of privileges e.g. a child will remain under close supervision during lessons and playtimes
3. **Time – Out during Lunchtime** - Children will be given the opportunity to participate in an appropriate age-related social skills training with an adult during lunchtime
4. **Headteacher meeting with parents** – The Headteacher meets with parents to discuss what has happened and what will happen next.

In severe cases, the Headteacher may involve external agencies e.g. educational psychologist. Any Fixed term exclusion or permanent exclusion from school will follow County guidelines.

Parents who feel that a child is being subjected to bullying should approach the class teacher initially. The class teacher will inform the Head teacher if the matter is not resolved by initial discussion with pupils.

Procedure for staff

Any staff member who feels harassed or bullied should consult the Harassment and Bullying Staff policy.

The Role of the Governing Body

The Headteacher will report any incidents of bullying and any sanctions imposed by the school to the Full Governing Body meeting at the end of each term. They will be consulted about any form of exclusions.

The Governing Body will also act as an appeal panel should parents or staff disagree with any actions taken by the Headteacher. All appeals will be addressed to the Chair of Governors who will pass on the appeal to the appropriate members of the Governing Body in accordance with statutory procedures.

The Governor responsible for Anti-Bullying is **Jayne Jennings**.

This policy is consistent with and should be considered alongside the school's policies on Preventing and Dealing with Racist Incidents; Positive Behaviour; Child Protection; Sex, Relationships Education; Confidentiality and Mobile Phone Policy.

Useful websites:

www.kidscape.org.uk

www.childline.org.uk

www.antibullyingalliance.co.uk