

St Clare's Catholic Primary School
Anti-Bullying Guidance for Parents

If your child has been bullied:

- Calmly talk with your child about his/ her experiences.
- Make a note of what your child says including who was involved, how often the bullying has occurred, where it happened and what happened.
- Reassure your child that he/ she has done the right thing to tell you about the bullying.
- Explain to your child that should any further incidents occur he/she should report them to a teacher immediately.
- Make an appointment to see your child's teacher.
- Explain to the teacher the problems your child is experiencing.

When talking with teachers about bullying:

- Try to stay calm and bear in mind that the teacher may have no idea that your child is being bullied or may have heard conflicting accounts of an incident.
- Be as specific as possible about what your child says has happened, give dates, places and names of other children involved.
- Make a note of what action the school intends to take.
- Ask if there is anything you can do to help your child or the school.
- Stay in touch with the school and let them know if things improve as well as if problems continue.

If you are not satisfied:

- Check with the school anti-bullying policy to see if agreed procedures are being followed.
- If still unhappy with the outcome please follow the Complaints Procedure, a copy of which will be given to you on request.

If your child is bullying others:

- Talk with your child and explain that what he/she is doing is unacceptable and makes other children unhappy.
- Discourage other members of your family from bullying behaviour or from using aggression or force to get what they want.
- Show your child how he/ she can join in with other children without bullying.
- Make an appointment to see your child's teacher and explain the problems your child is experiencing as well as discussing how you can work together to stop him/ her bullying others.
- Regularly check with your child how things are going at school.
- Give your child lots of praise and encouragement when he/ she is co-operative or kind to other people.

If your child is experiencing any form of electronic bullying:

- Ensure your child is careful whom they give their mobile phone number and e-mail address to.
- Check exactly when a threatening message was sent.
- Where necessary report incidents to the police.

What is bullying?

Bullying can be defined in a number of ways. We follow Department for Children, Schools and Families (DCSF) guidance which defines bullying as:

“Bullying is deliberately hurtful behaviour repeated often over a period of time or on isolated occasions, where somebody deliberately intimidates or harasses another”.

(DCFS September 2002)

Bullying may include the following:

- Physical assault
- Verbal threat or taunting
- Spreading of offensive rumours
- Emotional taunting
- Hiding, spoiling or destroying personal property
- Stealing
- Imposed isolation.
- Continuous pattern of behaviour rather than isolated incident.

Implementation

Here at St Clare's we acknowledge the existence of 'bullying' within our school community. In accepting that bullying can emerge within school we adopt an "open" policy set out to deal with both the victim and the bully in a positive manner. We believe that it is essential that pupils understand the concept and are better equipped to deal with a bullying situation should it arise.

Bullying is unacceptable. It will be confronted, investigated and stopped. The following procedures are in place to deal with it:

1. Staff are always available to listen and support.
2. All incidents will be investigated.
3. Every serious incident will be recorded in a manner, which reinforces our anti-bullying policy, by the Headteacher in behaviour diary. Both parties will be consulted and both sets of parents informed *at the end of the day*.
4. Pupils who bully will be monitored closely and helped to confront their own behaviour.
5. Pupils who are bullied will be counselled and supported.

A Key Point

BE AVAILABLE - **Break** the code of secrecy. Make it known that you are ready to listen. Provide immediate support.

Advice for Pupils

It is not okay to be bullied or to bully

If you are being bullied

- Tell an adult or somebody you trust what has happened straight away.
- Get away from the situation as quickly as possible.
- Try to stay calm and look as confident as you can.
- Be firm and clear - look them in the eye and, if possible, tell them to stop and tell them how you feel.

After you have been bullied

- Tell a teacher or another adult you trust within school.
- Tell your family.
- If you are scared to tell a teacher or adult on your own, ask a friend to go with you.
- Keep on speaking until someone listens and does something to stop the bullying.
- Don't blame yourself for what has happened

When you are talking to an adult about bullying be clear about

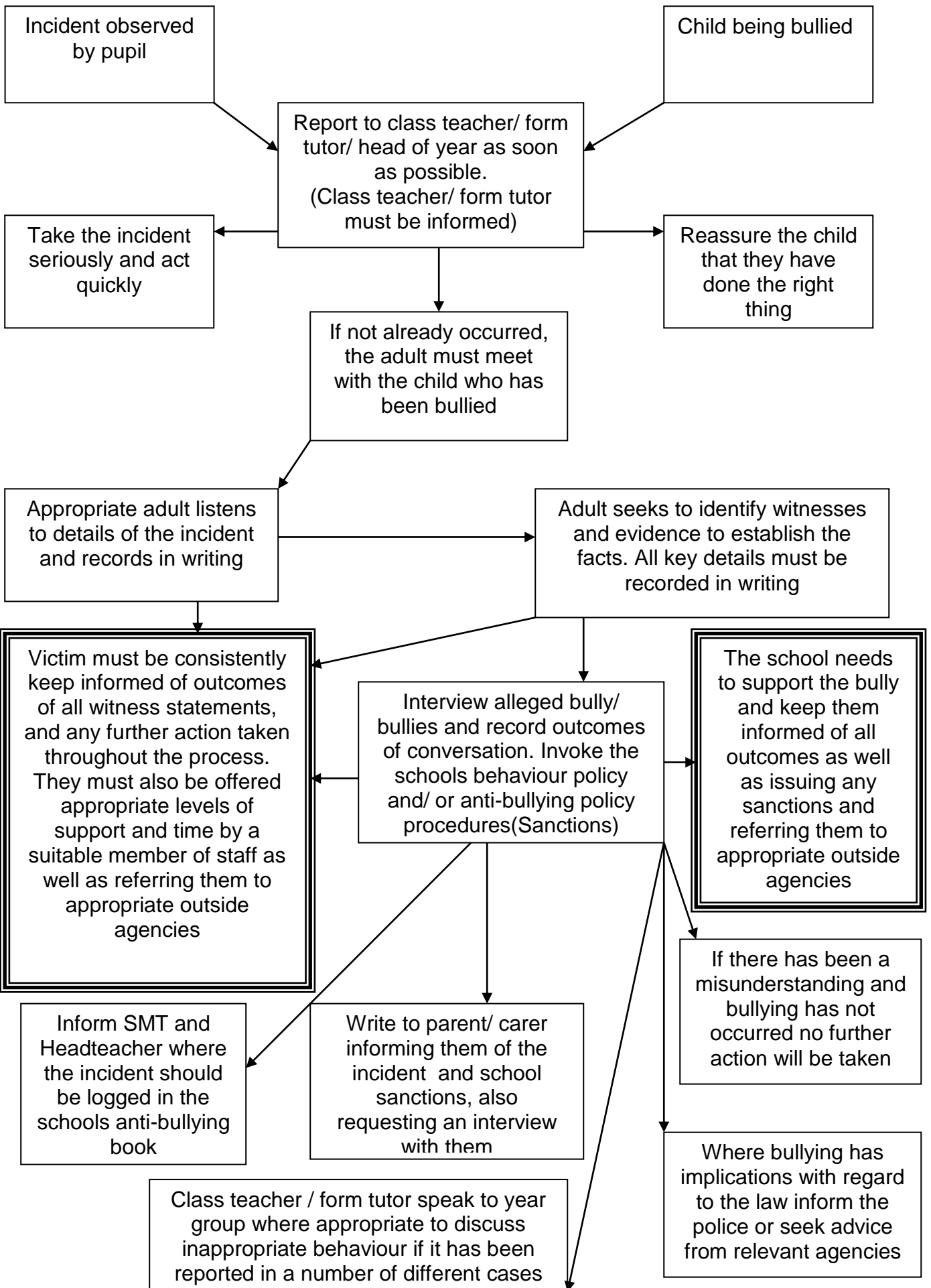
- What has happened to you.
- How often it has happened.
- Who was involved.
- Who saw what was happening.
- Where it happened.
- What you have done about it already.

If you experience bullying by mobile phone text messages or e-mail

- Tell a friend, parent or teacher.
- Be careful who you give your mobile phone number or e-mail address to.
- Make a note of exactly when a threatening message was sent.

A complete copy of the Anti-Bullying Policy can be obtained through the school office or via the school website.

Anti-Bullying Immediate Response Chart



St Clare's Catholic Primary School Bullying Incident Form

Report from _____ School name _____

Date of incident _____ Time of incident _____

Ethnic origin of victim _____ Ethnic origin of perpetrator _____

Indicate type of incident – please tick

Name calling	<input type="checkbox"/>	Teasing	<input type="checkbox"/>	Physical abuse	<input type="checkbox"/>
Having personal possessions taken	<input type="checkbox"/>	Receiving abusive text messages or e-mails	<input type="checkbox"/>	Being forced to hand over money	<input type="checkbox"/>
Being forced into something against their will	<input type="checkbox"/>	Being ignored or left out	<input type="checkbox"/>	Other (please specify)	<input type="checkbox"/>

If you feel the bullying incident was in any way motivated by any of the following please indicate with a tick.

- | | | | |
|------------|--------------------------|---------------------|--------------------------|
| Appearance | <input type="checkbox"/> | Disability | <input type="checkbox"/> |
| Gender | <input type="checkbox"/> | Race/ ethnic origin | <input type="checkbox"/> |
| Religion | <input type="checkbox"/> | Sexuality | <input type="checkbox"/> |

Brief description of incident

Action taken

Please tick if the incident led to perpetrator being excluded

Have you had contact with the victim's parent/ guardian? yes/no

Have you had contact with the perpetrator's parent/ guardian? yes/no

Have you reported this incident to any other agencies? yes/no

If 'yes' which agencies? _____

Signed _____ Designation _____
Return to (named senior manager within school)

Ensuring Ownership of St Clare's Catholic primary School Anti-bullying Policy

It is essential that all schools have an anti-bullying policy in place, and they ensure all relevant members of the school community are consulted before it is implemented.

A policy will only be effective if everybody in school has discussed and understood the problem of bullying, and agreed on good and bad practice.

Awareness raising helps people understand the problem and agree a definition of bullying which can be owned by the whole school.

Consultation lets everybody say what they think the policy should contain, but it requires careful planning. Children will be consulted annually on what is bullying and the impact. They will also be asked about what we (staff and adults) and they (the children) can do to stop it. The pupils will be given the opportunity to review the policy and make suggestions as appropriate.

Governors, midday supervisors, school council, teachers, parents and members of the wider community have access to the policy via the school website and are invited to review the policy annually.

Schools which involve pupil representatives have found their suggestions practical and sensitive to the schools positive ethos. Support is also available through the Health Promoting Schools programme to develop a whole school approach to bullying.

Local and National Contacts

Local Contacts

Staff training and inset – PSHE & Citizenship Team

National Contacts

Telephone Numbers

Childline

Telephone number 0800 1111

(Open 24 hours a day)

For children who are deaf or hard of hearing textphone service 0800 400222

NSPCC

Telephone number 0808 800 5000

A registered charity dedicated to stopping cruelty to children

Kidscape

Telephone number 020 7730 3300

(Bullying councillor available Monday - Friday 10.00am-4.00pm)

Anti Bullying Campaign

Telephone number 0207 378 1446

(Advice line for parents and children 9.30am-5.00pm)

Advisory Centre for Education

Telephone number 0207 354 8321

(Advice line for parents on all school matters open Monday – Friday 2.00pm-5.00pm)

Ofsted

Telephone number 07002 637833

e-mail: freepublications@ofsted.gov.uk

Parentline Plus

Telephone number 0808 800 2222

(National helpline for parents Monday - Friday 9.00am-9.00pm, Saturday 9.30am-5.00pm, Sunday 10.00am-3.00pm)

Useful websites regarding bullying in schools

BBC Bullying Survival Guide www.bbc.co.uk/education/bully/index.htm

Provides information, guidelines for dealing with all aspects of bullying, a help and resources list and accounts of celebrities who were bullied when they were at school

Childline www.childline.org.uk

Gives details on the CHIPS initiative and other information regarding bullying

Kidscape www.kidscape.org.uk

Gives advice and support for victims, schools and parents

Bullying Online www.bullying.co.uk

A registered charity, which contains advice for both parents and pupils

NSPCC www.nspcc.org.uk

A registered charity dedicated to stopping cruelty to children

Bullyweb www.uclan.ac.uk/facs/science/psychol/bully/bully.htm

A research site with links to other sites on bullying

Peer Support Networker www.peersupport.co.uk

Newsletter linked to Peer Support Forum

Bibliography

DFES Guidance – Bullying Don't Suffer In Silence – Updated September 2002

Childline – Bullying Information for Teachers and Professionals

Ofsted – Bullying: Effective Action in Secondary Schools – 2003

Kidscape – information taken from website

School Code

What is bullying?

When it happens over and over again by the same person or group. When someone on purpose makes someone else feel helpless, sad, hurts them, calls them names and being mean.

What we will do to stop bullying.

Tell adults, your parents, teachers, other family members, head teacher.

Make sure the adults listen.

Be a good friend and stand up to them.

Tell the bully to stop.

Ring Childline.

Don't retaliate.

What do you expect adults to do to stop bullying?

Adults should listen to us. To tell the bully off (give them detention). Adults should watch over children, they should sort it out, help to stop them bullying. Not ignore the situation. Parents need to tell a teacher if their child tells them (ring in).

People are sometimes bullied because...

Of a disability,

Colour of their hair,

Their accent,

Your religion,

Colour of your skin,

You are online (social network sites),

The country you were born in,

Your gender (boy or girl),

Freckles,

How much money your family has,

Your name,

Your nose shape,

The shape of your body.

Just because you are different it is NOT okay for you to be bullied!

Created by the pupils 2015