

Anti-Bullying Handbook for Rowanfield Junior and Rowanfield Infant School



TO BE READ IN CONJUNCTION WITH THE GLA ANTI-BULLYING POLICY on the website

<http://www.gloucslearningalliance.org.uk/>

Contents

- Vision
- Aims and objectives of the handbook
- Definitions of bullying
- Identification
- Preventative measures
- Further details
- Responsibilities

Vision

This Handbook is informed by Rowanfield Junior School and Rowanfield Infant School vision of Dream, Drive, Duty and Dazzle. The vision underpins the relentless drive to make a positive difference to the quality of provision for all pupils and to ensure their safety and well-being.

The school's climate of mutual support and praise for success will make bullying less likely. When children feel they are important and belong to a friendly and welcoming school, bullying is far less likely to be part of their behaviour. This handbook outlines the school's approach to bullying.

Our guiding principle is that bullying is unacceptable. The creation of a caring and safe environment leaves no place for this anti-social behaviour. Bullying affects everyone and, when it does occur, all members of the school community must be able to speak out about such incidents to ensure they are dealt with promptly and effectively.

Aims

The aim of this handbook is to:

- Ensure the number of incidents of bullying are kept to a minimum
- Employ an anti-bullying ethos
- Encourage a culture of zero tolerance by children and parents towards bullying
- Encourage **telling** and **communicating with respect** towards all parties
- Clarify Rowanfield Junior and Rowanfield Infant's approach to preventing and dealing with bullying

Objectives of this Handbook

- All governors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is
- All governors, teaching and non-teaching staff should know the contents of the GLA policy regarding bullying, and follow it when an incident is reported.
- Parents have a clear point of reference for any issues around bullying.
- Both schools take bullying very seriously. Pupils and parents should be assured that they will be supported when bullying occurs
- That it will be understood that eradicating bullying is everyone's responsibility

This handbook cannot stand alone. It has links with our GLA policy

- CPSHE Policy
- Behaviour Policy
- Equal Opportunities Policy
- Racial Equality Policy
- Sex and Relationships Policy
- Drug and Substance Misuse Policy

Definition

Bullying is when a person is habitually cruel or overbearing, especially to smaller or weaker people by using physical or emotional abuse. In extreme cases prejudice-motivated bullying and harassment can also be considered a **hate crime** which is punishable by law.

Bullying can come in several forms, including:

- being called names
- being teased
- being pushed or pulled about
- having money and other possessions taken or messed about with
- having rumours spread about you
- being ignored and left out
- being hit, kicked or physically hurt in any way
- being threatened or intimidated

Child Friendly Definition

Bullying is behaviour that is meant to hurt or show up someone; it can be face to face or behind your back.

Bullying can take different forms:

- Physical- hitting, kicking, taking belongings
- Verbal- name calling, swearing, offensive remarks
- Sexual- sexual abusive comments and/ or unwanted physical contact
- Racist- racial taunts, graffiti, inappropriate gestures
- Homophobic- displaying negative attitude and feelings to other people
- Indirect- spreading nasty stories about someone, exclusion from social groups, being made the victim of nasty rumours, sending offensive, abusive or threatening texts or emails
- Cyber bullying- the use of threatening emails, offensive language via emails, texts or headsets on games consoles
- SEN or disabilities- insulting language, phrases or gestures to those who have physical disabilities and towards those who receive additional support in school
- Home circumstances- displaying prejudice to those who may not live with their parents

With younger children there must be a distinction made between bullying and bossiness and between bullying and boisterous play. Most young children grow out of bossiness as they become more self-controlled and learn the social skills of negotiation and compromise.

“Never be bullied into silence. Never allow yourself to be made a victim. Accept no one’s definition of your life, but define yourself” Tim Fields 02.03.14

Hate Crime Strategy

Hate in the context of behaviour and attitude has been defined as; “Acts of violence, hostility and intimidation directed towards people because of their identity or perceived difference” (Chakraborti, Garland and Hardy 2014:6)

The behaviour of perpetrators of Hate Incidents of Crimes should never be tolerated. The majority of perpetrators are not necessarily ‘haters’, more often everyday offenders are motivated by their perception of an imagined threat or unfounded fear or concern about ‘difference’.

Any incident of bullying (verbal or physical abuse, online harassment, threats etc) perceived by the victim, or any other person, as having a prejudicial element should be categorised as a 'Hate' incident and recorded and reported as such through the section 175 audit.

Identification

Our school staff, parents and children are alert to the signs of bullying and act promptly and firmly against it in accordance with the school policy. Pupils and parents are encouraged to report instances of bullying.

Signs of bullying may include:

- Reluctance to go out to play
- Reluctance to come to school
- Lack of concentration
- Drop in standard of work
- Physical injuries
- Withdrawn personality
- Possessions regularly going missing
- Becoming nervous and shy
- Clinging to adults
- Exhibiting atypical aggressive behaviour

What do we do to prevent bullying

- The school will teach the children that it is correct to say NO and to use "CAT" - Check, Ask and Tell
- High profile of the school vision
- PETS programme (please, excuse me, thank you, sorry)
- Class charters/ rules/ acceptable user policy for technology
- Celebration assemblies
- Duty and Positive Play awards for showing good citizenship
- Certificates, house points and stickers
- Teachers, Lead Professional for Behaviour, Nurture group leaders, Teaching Assistants develop positive relationships with the children
- Reflections and assembly in PSHCE
- Circle time
- Verbal warnings, behaviour chart, behaviour books, individual behaviour support plans, pastoral support plan and detentions
- PSHCE/ SEAL sessions
- Regular staff training
- Anti-Bullying week

Further Details:

- During assemblies and PSHCE sessions there are regular opportunities to discuss and explore bullying issues with the children. Pupils will be taught to understand their own and others behaviour and feelings. They will be taught about issues such as prejudice and justice, fairness and friendship, respect for diversity and what it is to be tolerant and assertive. Children are also taught to safely use technology (including mobile phones, email, social media and the internet)
- All website accessed in school are appropriately filtered. This software screens the language used in all documents, emails and websites. Rude or offensive emails, websites and documents are sent to the Head Teacher. Action will be taken and recorded.
- The school will provide support for staff through training as needed
- The school will challenge any use of inappropriate or offensive language that may be of a sexual, racist, homophobic or cultural nature.

- The school will ensure that the children are well supervised at all times.
- The school will inform parents if it knows about any 'new' technologies, websites, social media forums that may be being used to bully.

Further Details:

- During assemblies and PSHCE learning sessions there are regular opportunities to discuss and explore bullying issues with the children. Children will be taught to understand their own and others behaviour and feelings. They will be taught about issues such as prejudice and justice, fairness and friendship, respect for diversity and what it is to be tolerant and assertive. Children are also taught to safely use technology (including mobile phones, email, social media and the internet)
- All website accessed in school are appropriately filtered by. This software screens the language used in all documents, emails and websites. Rude or offensive emails, websites and documents are sent to the Head Teacher. Action will be taken and recorded
- The school will provide support for staff through training as needed
- The school will challenge any use of inappropriate or offensive language that may be of a sexual, racist, homophobic or cultural nature.
- The school will ensure that the children are well supervised at all times
- The school will inform parents if it knows about any 'new' technologies, websites, social media forums that may be being used to bully.

Procedures:

1. Children and parents should report any incidents of bullying to their class teacher or any other member of staff as soon as possible. Other children are encouraged, through regular assemblies and PSHE lessons, to report any bullying behaviour that they see
2. All cases of bullying will be reported by staff to the Head teacher who will keep a record of the incidents, the steps taken to resolve the issues and then monitor the outcome over a period of time until the head teacher, child and parent is satisfied the matter is resolved.
3. The bullying behaviour or threats of bullying will be investigated promptly and strategies put in place to ensure that the bullying behaviour is stopped quickly
4. Where deemed necessary, parents of both the perpetrator and the victim will be invited to separate meetings with appropriate staff to discuss the issue and the school's response
5. **In cases which are considered to be a safeguarding or child protection issues, the school's Safeguarding Policy will be followed.**

Outcomes

The Headteacher will be responsible for taking action for bullying incidents.

1. Children who have exhibited the bullying behaviour will be asked to make a genuine apology. Other consequences may take place, in line with the school's behaviour policy.
2. All children involved will be offered support and guidance from staff, including those who have exhibited the bullying behaviour
3. If possible, the pupils will be reconciled
4. Pupils and parents will be made aware of organisations that they may access should they need advice and support separately to that provided by the school.
5. In serious cases, exclusion of the perpetrator will be considered if the pattern of bullying behaviour does not cease despite intervention from the school

Responsibilities:

The governing body supports the head teacher in all attempts to eliminate bullying from our school and will not condone this type of behaviour. 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 senior leaders to keep accurate records of incidents of bullying, and to report to the governors on request about the effectiveness of the school anti-bullying strategies. A parent who is dissatisfied with the way the school has dealt with a bullying incident can ask the chair of governors to investigate further.

Head teachers have a legal duty under the School Framework Act 1998 to draw up procedures to prevent bullying and to bring these procedures to the attention of staff, parents and pupils. The Head Teacher ensures that all staff, including lunchtime staff, receives sufficient training to be equipped to identify and deal with all incidents of bullying.

All staff take forms of bullying seriously and actively seek to prevent it. They use a range of strategies to prevent bullying and establish a climate of trust and respect for all. All staff participate in anti-bullying awareness activities. Incidents of potential bullying will be fully investigated and support offered to the victim, parents and perpetrator.

Parents who are concerned that their child is a victim or perpetrator of bullying, should contact the class teacher immediately. Parents are encouraged to work with the school to prevent any bullying incidents: "together we can beat bullying".

Pupils are encouraged to report all incidents of bullying and are taught that as members of our school community, they have responsibilities to each other, should make their own choices and should not 'go along with the crowd'. Pupils are also encouraged to become actively involved in all aspects of anti-bullying awareness to ensure that they and others are kept safe.