

# **Bedgrove Infant School**

***Believe***



***Inspire***

***Shine***

## **Anti-Bullying Policy**

**Lead committee: Curriculum**

**Last reviewed and approved: Spring 2017**

**Next review date: Spring 2019**

## 1. Statement of Intent

Our vision at Bedgrove Infant School is to have high standards of teaching and learning which challenge our pupils to achieve. Our anti-bullying policy supports this ideal by:

- Promoting respect and tolerance for each other and the school;
- Helping pupils towards an understanding of what is right and wrong;
- Supporting everyone in forming good relationships with adults and peers.

We believe in tackling incidents of bullying by encouraging an environment where individuality is celebrated and individuals can develop without fear. This involves including and engaging everyone's perception of bullying.

## 2. Definition of terms

### *What is bullying?*

Bedgrove Infant School adopts the following definition of bullying:-

Bullying:-

- Is hurtful, threatening, harmful and disrespectful behaviours. Bullying incidents involve a bully or bullies, a victim or victims and bystanders.
- Can include behaviours, which hurt, threaten or frighten another person or group of people.
- Can be unprovoked, can happen again and again and sometimes can continue for a long period of time.
- Is hidden and often victims do not tell about their experience for complex reasons.
- Reflects the misuse of power with one or more people victimised by the bully or bullies.

Bullying behaviours can include physical, social psychological aspects such as:-

- Name-calling, taunting, mocking, making offensive comments;
- Kicking, hitting, pushing, fighting;
- Taking or damaging belongings, stealing money with threats;
- Text messaging, e-mailing, chat-room insults (cyber bullying);
- Gossiping, spreading hurtful and untruthful rumours;
- Socially excluding people from groups, e.g. not talking to them, excluding them from activities.

Bullying is harmful to all involved, not just the bullied, and can result in long-term outcomes of self-doubt, lack of confidence, low self-esteem, depression, anxiety, self-harm and in extreme cases serious mental health concerns and even suicide.

Other concerns, that might not necessarily easily fit into these headings, will be nevertheless taken seriously e.g. being picked on, taking advantage of another person. Bedgrove Infant School is aware that it is a possibility that the bully may be an adult and will follow child protection procedures where this is the case.

### **3. Aims and Objectives**

The aim of our anti-bullying policy is to:-

- Clarify for children and staff what bullying is and that it is always unacceptable.
- Explain to staff, children and the school community why bullying and harassment occur and their impact on individuals and the school as a whole.
- Provide a secure, stimulating, positive and mutually respectful and inclusive environment for learning.

Bedgrove Infant School also intends:-

- To involve the school council in any planning, discussion and dissemination of any work related to anti-bullying;
- To have in place an anti-bullying support system, that all staff and children understand and to apply the system consistently.
- To regularly monitor and review the policy with the full involvement of staff, children, parents/carers and the wider school community.

### **4. Practice and Procedures**

#### **A. What we do to prevent bullying**

Everyone involved in the life of the school must take responsibility for promoting a common anti-bullying approach by being supportive of each other, providing positive role models and conveying a clear understanding that we disapprove of unacceptable behaviour (but not the child), and by being clear across the school that we follow school rules. All members of the school community are expected to report incidents of bullying.

All parents are issued with a summary leaflet about this anti bullying policy when their child enters the school (see Appendix 2). This includes advice on what should be done if a child feels bullied. The leaflet is also available on our website together with this anti-bullying policy.

#### ***Encouragement to tell***

It is important that we create an atmosphere in school where anyone who is being bullied, or others who know about it, feel that they will be listened to, and that action taken will be swift and sensitive to their needs. Disclosure (telling an adult) can be direct and open or indirect and anonymous.

We encourage children to talk to any adult in school – not necessarily the child’s teacher. Everyone must realise that not telling means bullying is likely to continue.

## **Staff**

Staff have a vital role to play as they are at the forefront of behaviour management and supporting children’s sense of well-being in school. They have the closest knowledge of the children in their care and should build up a relationship involving mutual support, trust and respect.

We expect staff will:-

- Provide children with a framework of behaviour including class rules which supports the whole school policy;
- Emphasise and behave in a respectful and caring manner to children and colleagues, to set a good tone and help create a positive atmosphere;
- Provide children with a good role model;
- Raise awareness of bullying through stories, role-play, discussion, peer support, school council, PSHE, RE and Citizenship;
- Through the Headteacher, keep the governing body well informed regarding issues concerning behaviour management;
- Provide a key staff member who is responsible for the monitoring of the policy.

## **Parents/Carers**

We expect that parents/carers will understand and be engaged in everything that is being done to make sure their child enjoys and is safe at school:-

- Support us in helping us meet our aims;
- Feel confident that everything is being done to make sure the child is happy and safe at school;
- Be informed about and fully involved in any aspect of their child’s behaviour;
- Parents are advised to note changes in behaviour such as:-
  - a) An unwillingness to come to school;
  - b) Underachievement at school;
  - c) Becoming distressed or withdrawn;
  - d) If possessions frequently go missing;
  - e) Refusal to say what is wrong and evading the issue.

In such cases parents are encouraged:-

- a) To contact the school immediately where they too, will be listened to and taken seriously. School should be contacted directly rather than other parents approached;
- b) Give their child the chance to talk;
- c) Encourage their child to talk to their teacher or the Headteacher.

## **Governors**

We expect that Governors will:-

- Support the Headteacher and the staff in the implementation of this policy;
- Be fully informed on matters concerning anti-bullying;
- Regularly monitor incident reports and actions taken to be aware of the effectiveness of this policy.

## **B. Reacting to a specific incident**

### **Recording**

All incidents in or out of class should be recorded on the school Child Protection Online management System (CPOMS). Incidents clearly identified as bullying must be reported to a senior member of staff. Parents (of both the bully and the person bullied) should be informed of what has happened, and how it has been dealt with. Records of discussions should be minuted by a third person and uploaded onto CPOMS.

### **Dealing with an incident**

Whenever a bullying incident is discovered Bedgrove Infant School will go through a number of prearranged steps. The exact nature of each step will depend in part on the nature of the incident and those involved.

1. The school community needs to be aware that when a bullying incident has come to the attention of adults in the school it has been taken seriously and action has resulted.
2. School expects to support all involved by:-
  - Talking through the incident with the bully and the person bullied;
  - Helping the bully and victim to express their feelings;
  - Talking about which rule(s) has/have been broken;
  - Discussing strategies for making amends.

3. Nevertheless sanctions may include:-
- Restorative justice approaches;
  - Time away from an activity within the classroom;
  - Missing break or another activity;
  - Formal letter home from the Headteacher;
  - Meeting with staff, parent and/or child;
  - Pastoral support plan;
  - Exclusions.

4. Parents (of both the bully and the person bullied) are informed of what has happened, and how it has been dealt with.

Records of these discussions should be minuted by a third person and uploaded onto CPOMS.

Failing face-to-face discussion, parents/carers will be informed of any incidents by letter.

5. Child protection procedures should always be followed when concerns arise.

## **5. Monitoring**

Trends and strategies are analysed for inclusion in the Headteacher's reports to governors.

Careful monitoring and analysis provides us with regular opportunity to link monitoring to action planning for the following school year.

## **6. Policy Monitoring and Review**

This policy is reviewed and amended as appropriate every 2 years in the spring term. The last review date and the next review date appear on the front page of this policy.

The School Council will review the policy each year in child speak.

Annual initiatives are reported to Governors, as appropriate, via the Headteacher's report to Governors.

Data from the monitoring and recording scheme is reported to governors once a term in the Headteacher's report to Governors.

The senior members of staff with responsibility for this policy are: Caroline Wreglesworth and Julie Lawrence.

The Governor with oversight of this policy is: Phil Jackson.

## **Appendix 1- Sources of Information for Parents and Children**

Buckinghamshire Grid for Learning [www.bucksgfl.org.uk/antibullying](http://www.bucksgfl.org.uk/antibullying)

Anti-Bullying Alliance [www.anti-bullyingalliance.org.uk](http://www.anti-bullyingalliance.org.uk)

Advice for parents [www.parentscentre.co.uk/bullying](http://www.parentscentre.co.uk/bullying)

Advice for children and young people [www.needtoknow.co.uk/bullying](http://www.needtoknow.co.uk/bullying)

DfES – “Don’t Suffer in Silence” <http://www.dfes.gov.uk/bullying>

Bullying Online [www.bullying.co.uk/](http://www.bullying.co.uk/)

NSPCC [www.nspcc.org.uk](http://www.nspcc.org.uk)

Childline [www.childline.org.uk](http://www.childline.org.uk)

Kidscape [www.kidscape.org.uk](http://www.kidscape.org.uk)

Beat bullying [www.beatbullying.org.uk](http://www.beatbullying.org.uk)

National Healthy Schools Programme [www.wiredforhealth.gov.uk](http://www.wiredforhealth.gov.uk)

Young Minds <http://www.youngminds.org.uk/bullying>

The Children’s Legal Centre [www.childrenslegalcentre.com](http://www.childrenslegalcentre.com)

Connexions [www.connexions.gov.uk](http://www.connexions.gov.uk)

Teachernet:

<http://www.teachernet.gov.uk/wholeschool/behaviour/tacklingbullying/antibullyingpack/>

### **Helplines**

National Child Protection Helpline: 0808 800 5000

Samaritans: 08457 909 090

Childline: 0800 1111

The Children’s Legal Centre Advice Line: 01296 – 873820

Parentline Plus: 0808 800 2222

## WHAT CHILDREN SHOULD DO IF THEY FEEL WORRIED

At appropriate times staff make it clear to children what they should do if they are worried.

If your child complains or feels threatened please encourage him/her to:-

- 1) Talk to the class teacher or any other teacher.
- 2) Talk to the Headteacher.
- 3) Talk to a classroom assistant, midday supervisor or any other adult at school.
- 4) Tell you – their parents.

### PLEASE REASSURE YOUR CHILD THAT:-

- 1) They will always be listened to and taken seriously.
- 2) There is always someone available to listen to them.
- 3) They must talk to someone. It is right to tell. They are not telling tales.
- 4) Being bullied is not their fault.
- 5) By not telling an adult – they are helping the bully.
- 6) If they are involved in any incident or see someone being hurt they must help them by talking to an adult.

## BEDGROVE INFANT SCHOOL

Bullying is any repeated behaviour that is intended to hurt or upset someone and that makes them feel unhappy or afraid.

For example this can include:-

- Name calling and spreading hurtful rumours.
- Threats to hurt someone.
- Laughing at or ridiculing someone.
- Taking or damaging someone's property.
- Physical contact such as kicking or hitting.
- Making someone do things they do not want to do.

**Bullying is not acceptable at Bedgrove and we all try to make sure that it never happens.**

## ADVICE FOR PARENTS

Bullying can bring about changes in children's behaviour. Signs like these **may** show that a child is being bullied.

They may:-

- Be unwilling to go to school.
- Be underachieving in their school work.
- Become withdrawn or distressed.
- Have their possessions go missing.
- Refuse to say what is wrong and evade the issue.

If you think there may be a problem, please contact the school immediately. There will always be someone available to discuss things with you. You will be listened to, and taken seriously. School should be contacted directly rather than other parents approached.

Other suggestions:-

Give your child a chance to talk about his/her worries.

Never keep bullying a secret. It may continue or get worse.

Never feel that this is your problem. Feel assured that the school is keen to be involved.

## WHAT THE SCHOOL WILL DO

- Help children to be confident and develop their self-esteem.
- Help children develop an understanding of acceptable behaviour.
- Try to create an environment where all children and adults respect each other.
- Encourage children to be aware of their actions and accept responsibility for them.
- Help children develop a responsible attitude towards others.
- Encourage children to be tolerant and show compassion towards others.

### If an incident of bullying occurs

- The class teacher will be informed and will try to find out what happened and report this to the Headteacher.
- An appropriate member of staff will talk to the children involved.
- Incidents at lunch time will be reported by the midday supervisors to a teacher or the Headteacher and recorded in order to monitor any reoccurring incidents.
- All incidents will be dealt with in accordance with the school's Behaviour Policy.
- Parents will be informed when deemed necessary.

## WHY DO WE HAVE AN ANTI BULLYING POLICY

The Governors and Staff believe that all children at Bedgrove should be able to enjoy a safe and happy environment where they can make progress academically and socially.

We feel that bullying is not a problem at Bedgrove, but accept that no school can claim to be free from all forms of unacceptable behaviour. Although it is not an inevitable part of school life, national studies show that some form of bullying does occur in all schools. It will not be tolerated at Bedgrove Infant School.

Through our Personal and Health Education Programme we try to help children develop an understanding of acceptable behaviour so that bullying does not occur. However if a child feels bullied we will try to deal with the incident in a sensitive and effective way.

The purpose of the policy is to ensure there is a partnership between children, teachers and parents. We hope you will agree that we all need to work together to make school a welcoming place for everyone. This leaflet is to help us achieve this goal.

## APPENDIX 2

### BEDGROVE INFANT SCHOOL

#### Information for Parents and Children



**Everyone at Bedgrove is entitled to come to school and feel happy**

**What should be done if a child feels bullied?**

**Read on:**