

# Anti-Bullying and Hate Crime Policy



TO BE READ IN CONJUNCTION WITH THE GLA ANTI-BULLYING AND HATE CRIME POLICY:

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

## **Linked policies:**

GLA Anti-Bullying and Hate Crime Policy  
GLA Behaviour Policy  
GLA Safeguarding Policy  
GLA Complaints Policy  
GLA Disciplinary Policy  
GLA Whistleblowing Policy  
GLA SEND Policy  
GLA Equalities Policy  
GLA E-Safety Policy

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## Vision

This handbook is informed by Rowanfield's vision of the four D's:

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|---------------|---|
| <b>Dream</b>  | <b>Goals and aspirations</b>                    |
| <b>Drive</b>  | <b>Determination</b>                            |
| <b>Duty</b>   | <b>What you have to do, your responsibility</b> |
| <b>Dazzle</b> | <b>Success, the 'feel good factor'</b>          |

Our School Vision underpins the GLA's relentless drive to make a positive difference to the quality of provision for all its' 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 behaviours.

Our school:

- Monitors and reviews our anti-bullying policy and practice on a regular basis.
- Supports staff to promote positive relationships to help prevent bullying.
- Recognises that some members of our community may be more vulnerable to bullying and its impact than others; this may include children with SEND. Being aware of this will help us to develop effective strategies to prevent bullying from happening and provide appropriate support, if required.
- Will intervene by identifying and tackling bullying behaviour appropriately and promptly.
- Ensures our pupils and their parents/carers are aware that bullying concerns will be dealt with sensitively and effectively; that everyone should feel safe to learn and abide by the ant bullying and hate crime policy.
- Requires all members of the community to work with the school to uphold the anti-bullying and hate crime policy.
- Recognises the potential impact of bullying on the wider family of those affected so will work in partnership with parents/carers regarding all reported bullying concerns and will seek to keep them informed at all stages.
- Will deal promptly with grievances regarding the school response to bullying in line with our complaints policy o Seeks to learn from good anti-bullying practice elsewhere.

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- Utilises support from the Local Authority and other relevant organisations when appropriate.

**Aims:**

The aim of this handbook is to:

- Foster an anti-bullying and anti-hate crime ethos.
- Encourage a culture of zero tolerance by children and parents to bullying and hate crime.
- Encourage telling and communicating with respect towards all parties.
- Clarify the Rowanfield’s approach to preventing and dealing with bullying/hate crime behaviours.

**Objectives of this Handbook:**

- All governors, teaching and non- teaching staff, pupils and parents should have a clear understanding of what bullying and hate crime is.
- All governors, teaching and non- teaching staff should know what the policy and procedures are on bullying/hate crime, and follow it when it is reported.
- All pupils and parents should know what the policy and procedures are on bullying/hate crime and what they should do if behaviours arise.
- As a school we take bullying and hate crime very seriously, pupils and parents should be assured that they will be supported when behaviours are reported.
- That it will be understood that eradicating bullying/hate crime behaviours is everyone’s responsibility.

**This handbook does not stand alone. This document links with:**

- GLA Anti Bullying and Hate Crime Policy
- GLA Behaviour Policy
- GLA Equal Opportunities Policy
- GLA Racial Equality Policy
- GLA Sex and Relationships Policy
- GLA Drug and Substance Misuse Policy

**Links to legislation**

There are several pieces of legislation, which set out measures and actions for schools in response to bullying, as well as criminal and civil law. These may include (but are not limited to):

- The Education and Inspection Act 2006, 2011
- The Equality Act 2010
- The Children Act 1989
- The Education (Independent School Standards) Regulations 2014 (if appropriate)
- Protection from Harassment Act 1997
- The Malicious Communications Act 1988
- Public Order Act 1986

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## Responsibilities overview

It is the responsibility of:

- The Heads of School to communicate this policy to the school community, to ensure that disciplinary measures are applied fairly, consistently and reasonably, and that a member of the senior leadership team has been identified to take overall responsibility.
- Governors to take a lead role in monitoring and reviewing this policy.
- All staff, including: governors, senior leadership, teaching and non-teaching staff, to support, uphold and implement this policy accordingly.
- Parents/carers to support their children and work in partnership with the school. Pupils to abide by the policy.

Each Academy is required to make available the Anti-Bullying Policy to staff and families and ensure that it is also available on the school website.

## Definitions

Bullying can be defined as “behaviour by an individual or a group, repeated over time that intentionally hurts another individual either physically or emotionally”. (DfE “Preventing and Tackling Bullying”, July 2017)

Bullying can include name calling, taunting, mocking, making offensive comments; kicking; hitting; taking belongings; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours.

This includes the same unacceptable behaviours expressed online, sometimes called online or cyberbullying. This can include: sending offensive, upsetting and inappropriate messages by phone, text, instant messenger, through gaming, websites, social media sites and apps, and sending offensive or degrading photos or videos.

Bullying is recognised by the school as being a form of peer on peer abuse. It can be emotionally abusive and can cause severe and adverse effects on children’s emotional development.

Hate Crime is defined as any incident against someone because of their disability, gender-identity, race, religion or belief, or sexual orientation. Hate crime can include:

- Threatening behaviour
- Assault
- Robbery
- Damage to property
- Inciting other to commit hate crimes
- Harassment

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## Child Friendly Definition

Bullying is a behaviour that is meant to hurt someone over a long time – this can be their feelings or physically; it can be face to face, behind your back or using a phone, email or social media.

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 or whose families are perceived as 'different'.

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.

*“Bullying: All children make friends, break friends, say horrible things to each other, are spiteful, tease and jostle for places in the pecking order of school and family. Bullying is something beyond that.”*

*Keith Sullivan: The Anti- Bullying Handbook: 2001*

A Hate Crime is when somebody offends, makes fun of, bullies, puts down or makes someone feel uncomfortable because of:

- Where they come from
- Their skin colour, religion or culture
- A disability/ illness
- If they are a girl or boy (gender)
- Who they choose to like/be friends with
- What someone looks like

This also includes being unkind to children who are less fortunate than you or choose to live their life a different way to you.

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## Forms and types of bullying covered

Bullying can happen to anyone. This policy covers all types and forms of bullying including:

- Bullying related to physical appearance.
- Bullying of young carers, children in care or otherwise related to home circumstances or bullying related to physical/mental health conditions.
- Physical bullying.
- Emotional bullying.
- Sexual bullying.
- Bullying via technology, known as online or cyberbullying.
- Prejudicial bullying (against people/pupils with protected characteristics):
  - Bullying related to race, religion, faith and belief and for those without faith.
  - Bullying related to ethnicity, nationality or culture.
  - Bullying related to Special Educational Needs or Disability (SEND).
  - Bullying related to sexual orientation (homophobic/biphobic bullying).
  - Gender based bullying, including transphobic bullying.
  - Bullying against teenage parents (pregnancy and maternity under the Equality Act).

With all 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. There must also be a distinction between an isolated incidence of an aggressive behaviour, which will be dealt with using the behaviour policy, and a case of bullying which involves persistently targeting an individual or group.

### Prevention:

- 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 assembly to make children feel confident.
- Awards for showing good citizenship.
- Certificates, house points and stickers.
- Pupil of the week/ secret student.
- Teachers, Lead Professional for Behaviour, Nurture group leaders, Teaching Assistants develop positive relationships with the children.
- Peer Mediation through playground friends.
- Friendship stops and playground friend initiatives.
- 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.

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## **Identification**

Our school staff, parents and children must be alert to the signs of bullying and hate crime, upon identification they must act promptly and firmly against it in accordance with the school policy. Pupils and parents are encouraged to report instances of bullying and hate crime. Signs 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.

This is NOT an exhaustive list and any change of behaviour in a child should be investigated.

Rowanfield pupils will write their own anti-bullying and hate crime policies to be given out to every child in every year to take home to discuss with parents, and they are also displayed in the front office for parents to readily take a copy if they feel they need to familiarise themselves with the policy or they need to check who they can go to if there is bullying/hate crime concerns. These are re-written by the children for the children every 2 years as part of 'anti-bullying week.'

## **Responding to bullying**

The following steps may be taken when dealing with all incidents of bullying reported to the school:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached or witnessed the concern.
- The school will provide appropriate support for the person being bullied – making sure they are not at risk of immediate harm and will involve them in any decision-making, as appropriate.
- The Head of School/Designated Safeguarding Lead (DSL) or another member of leadership staff will interview all parties involved.
- The DSL will be informed of all bullying issues where there are safeguarding concerns.
- The school will speak with and inform other staff members, where appropriate.
- The school will ensure parents/carers are kept informed about the concern and action taken, as appropriate and in line with child protection and confidentiality policies.
- Sanctions, as identified within the school behaviour policy, and support will be implemented in consultation with all parties concerned.
- If necessary, other agencies may be consulted or involved, such as the police, if a criminal offence has been committed, or other local services including early help or children's social care, if a child is felt to be at risk of significant harm.

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- Where the bullying of or by pupils takes place off school site or outside of normal school hours (including cyberbullying), the school will ensure that the concern is fully investigated. If required, the DSL will collaborate with other schools. Appropriate action will be taken, including providing support and implementing sanctions in school in accordance with this policy and the school's behaviour policy.
- A clear and precise account of bullying incidents will be recorded by the school in accordance with existing procedures. This will include recording appropriate details regarding decisions and action taken.

### **Cyberbullying Note:**

When responding to cyberbullying concerns, the school will:

- Act as soon as an incident has been reported or identified.
- Provide appropriate support for the person who has been cyberbullied and work with the person who has carried out the bullying to ensure that it does not happen again.
- Encourage the person being bullied to keep any evidence (screenshots) of the bullying activity to assist any investigation.
- Take all available steps where possible to identify the person responsible. This may include:
  - looking at use of the school systems.
  - identifying and interviewing possible witnesses.
  - Contacting the service provider and the police, if necessary.
- Work with the individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation. This may include:
  - Support reports to a service provider to remove content if those involved are unable to be identified or if those involved refuse to or are unable to delete content.
  - Confiscating and searching pupils' electronic devices, such as mobile phones, in accordance with the law and the school Searching and Confiscation Policy.
- Ensure that sanctions are applied to the person responsible for the cyberbullying; the school will take steps to change the attitude and behaviour of the bully, as well as ensuring access to any additional help that they may need.
- Inform the police if a criminal offence has been committed.
- Provide information to staff and pupils regarding steps they can take to protect themselves online. This may include:
  - advising those targeted not to retaliate or reply;
  - providing advice on blocking or removing people from contact lists;
  - helping those involved to think carefully about what private information they may have in the public domain.

### **Supporting pupils**

Pupils who have been bullied will be supported by:

- Reassuring the pupil and providing continuous pastoral support.
- Offering an immediate opportunity to discuss the experience with their teacher, the designated safeguarding lead, or a member of staff of their choice.

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- Being advised to keep a record of the bullying as evidence and discuss how respond to concerns and build resilience as appropriate.
- Working towards restoring self-esteem and confidence.
- Providing ongoing support. This may include; working and speaking with staff, offering formal counselling, engaging with parents and carers.
- Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this could include support through Early Help or Specialist Children’s Services, or support through the Children and Young People’s Mental Health Service (CYPMHS).

**Pupils who have perpetrated bullying will be helped by:**

- Discussing what happened, establishing the concern and the need to change.
- Informing parents/carers to help change the attitude and behaviour of the child.
- Providing appropriate education and support regarding their behaviour or actions.
- If online, requesting that content be removed and reporting accounts/content to service provider.
- Sanctioning, in line with school behaviour/discipline policy; this may include official warnings, detentions, removal of privileges (including online access when encountering cyberbullying concerns) and fixed-term or permanent exclusions.
- Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this may include involvement from the Police or referrals to Early Help, Specialist Children’s Services, or the Children and Young People’s Mental Health Service (CYPMHS).

**Supporting adults**

Our school takes measures to prevent and tackle bullying among pupils; however, it is equally important to recognise that bullying of adults, including staff and parents, whether by pupils, parents or other staff members, is unacceptable. Adults who have been bullied or affected will be supported by:

- Offering an immediate opportunity to discuss the concern with the designated safeguarding lead, a senior member of staff and/or the Head of School.
- Advising them to keep a record of the bullying as evidence and discuss how to respond to concerns and build resilience, as appropriate.
- Where the bullying takes place off school site or outside of normal school hours (including online), the school will still investigate the concern and ensure that appropriate action is taken in accordance with the schools’ behaviour and discipline policy.
- Reporting offensive or upsetting content and/or accounts to the service provider, where the bullying has occurred online.
- Reassuring and offering appropriate support.
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance.

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### 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 websites accessed in school are appropriately filtered by the South West Grid for Learning. This software screens the language used in all documents, emails and websites. Rude or offensive emails, websites and documents are sent to the Head of School. 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/incite hate.

### **Reporting Procedures:**

- Children and parents should report any incidents of bullying or hate crime 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.
- All cases 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.
- The behaviour or threats of bullying/hate crime will be investigated promptly and strategies put in place to ensure that the bullying behaviour is stopped quickly.
- 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.
- **In cases which are considered to be a safeguarding or child protection issues, the school's Safeguarding Policy will be followed.**

### **Outcomes**

The Head of School will be responsible for taking action for bullying and hate crime incidents.

- Children who have exhibited the behaviour will be asked to make a genuine apology. Other consequences may take place, in line with the school's behaviour policy.
- All children involved will be offered support and guidance from staff, including those who have exhibited the bullying/hate crime behaviour.
- If possible, the pupils will be reconciled.
- 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.

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- In serious cases, exclusion of the perpetrator will be considered if the pattern of bullying behaviour or hate crime does not cease despite intervention from the school.

### **Responsibilities:**

**The local governing body** supports the head teacher in all attempts to eliminate bullying and hate crime from our school and will not condone either of these. Incidents that do occur will be taken very seriously, and dealt with appropriately. The governing body monitors incidents of bullying and hate crime that do occur, and reviews the effectiveness of this policy regularly.

The governors require the Heads of School to keep accurate records of incidents, and to report to the governors on request about the effectiveness of the school anti-bullying/hate crime strategies. A parent who is dissatisfied with the way the school has dealt with a bullying incident or hate crime can ask the chair of governors to look into the matter and if not satisfied with the outcome, a nominated member of the MAT board.

The **Head of School** have a legal duty under the School Framework Act 1998 to draw up procedures to prevent bullying and hate crime amongst pupils and to bring these procedures to the attention of staff, parents and pupils. The Heads of School ensures that all children know that bullying and hate crime, is wrong, and that it is unacceptable behaviour in this school. The Heads of School ensures that all staff, including lunchtime staff, receives sufficient training to be equipped to identify and deal with all incidents.

**All staff** at Rowanfield Infants School and Rowanfield Junior School take all forms of bullying and hate crime seriously, and seek to prevent it from taking place. They use a range of strategies to help prevent bullying/hate crime and to establish a climate of trust and respect for all. All staff actively participate in anti bullying and hate crime awareness activities such as the anti bullying week, friendship workshops, and e-safety workshops etc. All staff will investigate and challenge any negative behaviour and work with the anti bullying lead and the BEST team to record, investigate and support all aspects of incidents; victim, bully/perpetrator, and parents.

**Parents** who are concerned that their child might be being bullied or a victim of hate crime, or who suspect that their child may be the perpetrator, should contact their child's class teacher immediately. Parents have a responsibility to support the school's anti-bullying and hate crime policy, actively encouraging their child to be a positive member of the school. Parents are to work with the school to ensure a positive outcome is reached for both the victim and the perpetrator; "together we can beat bullying and hate crime"

**Pupils** are encouraged to tell anybody they trust if they are being bullied or hurt through hate crime, and if it continues, they must keep on letting people know. Pupils are also 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'. Rowanfield's pupils are also encouraged to become actively involved in all aspects of anti bullying awareness to ensure that they are kept safe and others around them are kept safe. They are taught to look out for each other and support one another. The pupils outlined this in their child led policies.

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