



Anti-Bullying Policy & Procedure

Policy Statement

Bullying is deliberately hurtful behaviour that is repeated over a period of time. This can be name-calling, violence, threatened violence, isolation, ridicule or indirect action such as spreading unpleasant stories about someone. It is one of the things that prevents young people from being healthy, feeling safe, enjoying and achieving, making a positive contribution and achieving economic well-being.

We believe that Barrow Hedges is a community where everyone feels safe, secure and valued. This is promoted through our Core Values: Care, Honesty, Responsibility and Respect. Bullying of any sort prevents this from happening and will not be tolerated. At Barrow Hedges we recognise the values of the UNICEF Rights respecting Schools Programme as the basis of all our expectations for the children.

We work hard to ensure that all children know the difference between bullying and simply 'falling out'. This is reinforced through our PSHCE (Personal, Social, Health and Citizenship Education) scheme of work, based on the SEAL (Social and Emotional Aspects of Learning) materials. Through this an appropriate attitude towards bullying behaviour is explored and discussed within the annual theme. This is reinforced with this policy being sent to parents at this time of year to ensure parental support in preventing any bullying behaviour in or out of school.

What is Bullying?

Bullying can take many different forms but is:

- Repetitive, wilful or persistent
- Intentionally harmful, carried out by an individual or group
- Based on an imbalance of power, leaving the victim defenceless.

All forms of bullying are taken seriously and dealt with equally and firmly.

Types of Bullying:

- Physical
- Verbal or written
- Indirect, e.g. nasty stories, rumours
- Cyber bullying

Different forms bullying can take:

- Homophobic
- Racist
- Sexist
- Other prejudice-motivated

The role of the 'Bystander'

At Barrow Hedges we recognise the role of the 'bystander' and the impact they can have on an incident of bullying. A bystander is an observer, onlooker or witness to bullying.

- **The ringleader** – those leading the bullying, but not always the person 'doing' the bullying.
- **Assistant(s)** – those involved in 'doing' the bullying.
- **Reinforcer(s)** - support the bullying, might laugh or encourage other people to collude with what is going on.
- **Outsider(s)** - ignore any bullying and doesn't want to get involved. This can actually include adults too!
- **Defender(s)** - stand up for someone being bullied. Know that bullying is wrong. Feel confident enough to do something about it. We recognise and reward defenders of bullying.



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When investigating incidences of bullying, we will ensure that all individuals concerned are dealt with appropriately in line with this policy.

Responsibilities and Reporting

The responsibility of monitoring and recording incidents of bullying lies with the Headteacher. The Headteacher reports incidents of bullying in the termly report to governors and will also provide an annual report to governors outlining any trends or patterns of bullying incidents (in the summer term). Records of any incidents are available for further reporting to the Local Authority when requested. Class teachers have a responsibility to ensure children have channels in which to report incidents of bullying. This is provided through caring relationships but also through class worry boxes and opportunities in PSHCE lessons to consider and discuss behaviour towards others.

Information for children

We have created a separate Child Friendly Anti-Bullying Policy – see Appendix 4. The key messages for children in this policy are:

If you are being bullied

- Try to stay calm and look as confident as you can
- Be firm and clear – look them in the eye and tell them to stop
- Get away from the situation as quickly as possible
- Tell an adult what has happened as quickly as possible

After you have been bullied

- Tell a teacher or another adult in your school
- Tell your family
- If you are scared to tell an adult by yourself, ask a friend to come with you
- Don't blame yourself for what has happened

**REMEMBER – BULLIES DEPEND ON YOUR SILENCE. ALWAYS TELL AN ADULT.
WE ARE HERE TO HELP YOU.**

Information for parents

(Also see appendices 1, 2 and 3)

- Watch for signs of distress in your child. There could be an unwillingness to come to school, unexplained illness or equipment that has gone missing
- Take an active interest in your child's friendships and how playtimes are spent

If you think your child is being bullied

- Calmly talk to your child about what has happened
- Reassure your child that telling you was the right thing to do. Tell them that there is nothing wrong with them.
- Make an appointment to see your child's teacher. Do not be deterred by your child asking you not to tell anyone. Early intervention is better than hoping things will sort themselves out.
- Explain in detail to the teacher what has happened. Be specific regarding who, what, where and when.
- Do not encourage your child to hit back. It will only make matters worse. Such behaviour could be contrary to your child's nature. More positively, encourage your child to recruit friends. A child who has friends is less likely to be bullied.
- Advise your child not to try to buy the bully off with sweets or other 'presents' and not to give in to demands for money.
- Stay in touch with school.



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If you think your child is bullying other children

- Talk calmly to your child about what is happening, explaining that bullying is unacceptable and makes others unhappy
- Discourage other members of your family from bullying behaviour or from using force or aggression to get what they want
- Show your child how to join in with other children without bullying
- Discuss with your child's teacher how you and the school can stop the bullying
- Regularly check with school how your child is behaving

Information for staff

- If a child reports bullying, reassure them that they are behaving appropriately
- Do not promise confidentiality
- Dealing with the issue without reference to individuals in a class discussion may be helpful
- If the class teacher is not the adult initially approached by the child, then the class teacher must be informed
- The class teacher may judge that the incident is one which could be dealt with within normal classroom procedures and policies. If not, then the following strategies will be followed:
- *The Assistant Head/Phase leader will be notified.*
- *The Headteacher will be notified by the Phase leader and will discuss the issues with relevant parties, i.e. class teacher, midday assistants, etc.*
- *We will contact the parents of the children involved and the details of the incident(s) will be explained to them.*
- *We will give support to the victim. The nature of the support will be appropriate to the needs of the child. Examples include: working with the Emotional Literacy Support Assistant (ELSA), joining Chameleon Club, the opportunity to spend time with a teacher or teaching assistant or working with the phase leader. (See appendix 2).*
- *We will work with the bully to help them understand their behaviour and so change it. Some of the strategies outlined above will be used, and arrangements will ensure that this is done sensitively so as not to compromise the support given to the victim.*
- *We will work with the bystander to help them understand their behaviour and so change it. Some of the strategies outlined above will be used, and arrangements will ensure that this is done sensitively so as not to compromise the support given to the victim and/or bully.*
- *We will put in place sanctions that are appropriate and which may include:*
 - *apology to the victim*
 - *loss of playtimes*
 - *loss of privileges*
 - *weekly reports*
 - *and as a last resort – lunchtime exclusion*
fixed term exclusion – internal or external
permanent exclusion
- *The events will be recorded (see appendices 1 and 3).*



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This policy should be read in conjunction with the following school's policies: Behaviour, Child Protection and Inclusion, as well as the UNICEF Rights Respecting Schools Programme.

Useful websites:

www.bullying.co.uk

www.kidscape.co.uk

www.anti-bullying.org

www.anti-bullyingalliance.org

www.beatbullying.org

www.stonewall.org.uk

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

The governing body will review and monitor the policy and evaluate its effectiveness.

Agreed by Governors and Staff: October 2004

Reviewed: May 2008, September 2011, March 2012, September 2014

To be reviewed: Autumn 2016



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APPENDIX 1 - Bullying Incident Report

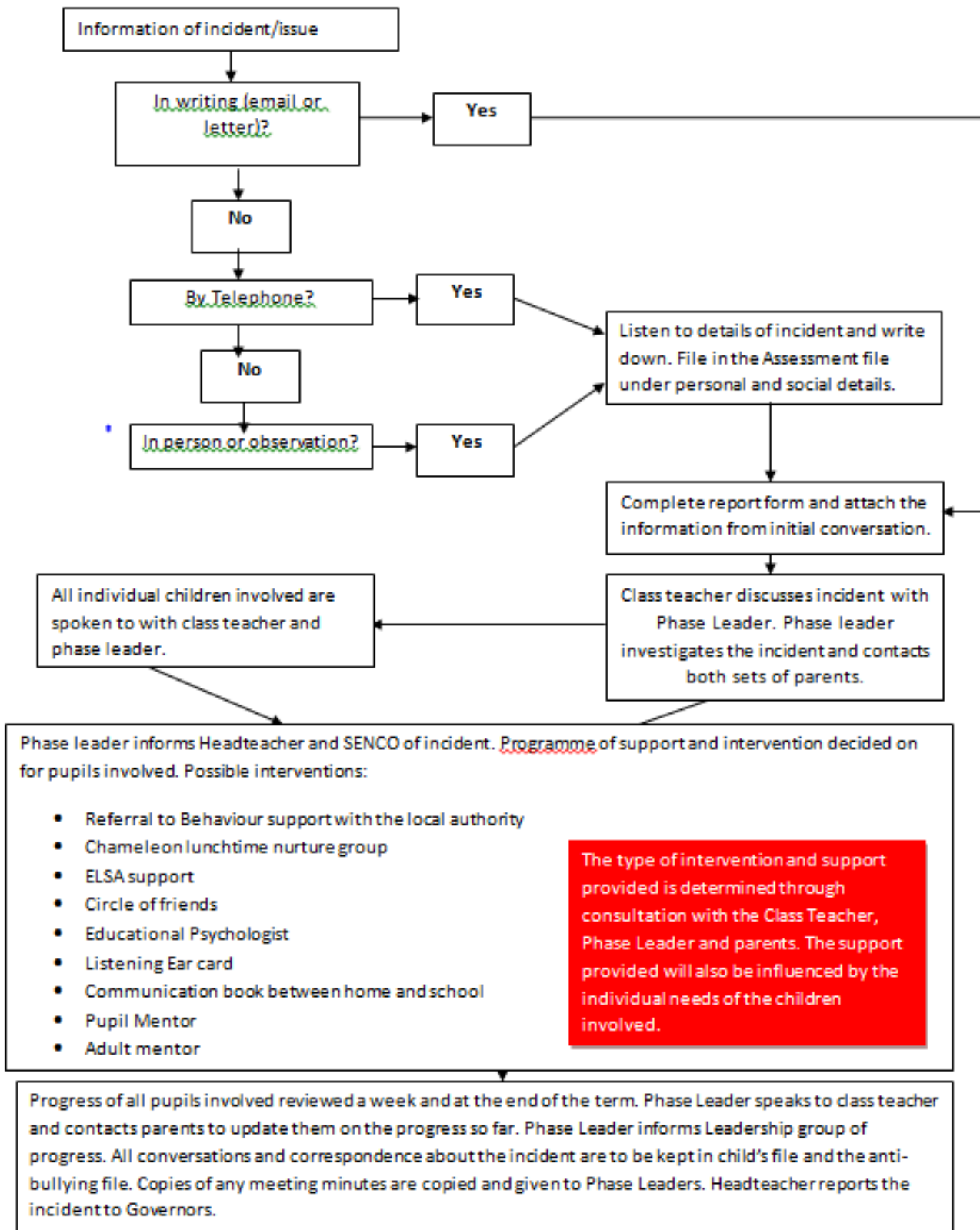
Member of staff reporting the incident:

Date:

<p>Pupil Name:</p>	<p>Account (summary)</p>
<ul style="list-style-type: none">• Names of the perpetrators:• When and where it took place:• When did it start?• How often does it happen?• Are there any witnesses?• Who have you told so far?• Have you got ideas about what might help?	
<p>Perpetrators:</p>	
<p>Name(s):</p>	
<p>Account (summary)</p>	
<p>Type of incident: name calling, teasing, physical, homophobic, gender, racist, cyber</p>	
<p>Action taken:</p>	
<p>Follow-up action:</p>	

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APPENDIX 2 – BULLYING INCIDENT / ISSUE PROCEDURE





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APPENDIX 3 – OVERVIEW OF BULLYING INCIDENT / ISSUE - CHECKLIST

First reported as bullying

Meeting with victim's parents

Meeting with perpetrator's parents

Notes recorded in Headteacher file

Notes in Black Assessment file / class teacher updated

Leadership Team informed

Support in place for victim

Support in place for perpetrator

Whole staff team given brief outline to be on alert

Follow up meeting / phone call from Headteacher

Class Teacher review

Reported to governors

Signed:



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APPENDIX 4 – CHILD FRIENDLY ANTI-BULLYING POLICY

Bullying is when a child is unkind to another child **on purpose**. It is only bullying if this happens **more than once** over a period of time. This can be; name-calling, hurting their bodies or feelings, saying that you are going to hurt them, leaving someone to be on their own and spreading horrible stories about someone. All of these could stop a child from **feeling safe, happy and healthy**. It can also stop them from doing their best at school.

We think that Barrow Hedges is a school where **everyone should feel safe and happy. Bullying is **wrong** and will not be allowed at our school!**

Barrow Hedges works hard to make sure that children know the difference between bullying and 'falling out'. We talk about this during our class assemblies, PSHCE and Philosophy lessons and during whole school assemblies. We also use posters around the school to make sure that the bullying message isn't forgotten.

What is bullying?

Bullying is:

- When a child is unkind to another child on purpose over a period of time.
- When the child being bullied feels like there is nothing they can do to stop it.

These actions can be:

- Hurting someone's body.
- Saying or writing unkind things about someone.
- Bullying using the computer or internet.
- Spreading horrible stories about someone.

Responsibilities and Reporting

It is the Headteacher's responsibility to keep a record of bullying.

If you think somebody is being bullied you need to tell an adult straight away. You can go straight to them or use the worry box.

By-standers

It is important that if you think that another child is being bullied you **MUST tell an adult.**

If you know that somebody is being bullied and you do not tell somebody, you are letting it happen. We think that this is as bad as bullying somebody yourself. If you are scared that it might happen to you, you must tell the teacher through your worry box or at a time when you are alone. A teacher will not tell the bully that it was you.

What to do if you think you are being bullied

- Try to **stay calm** and look as confident as you can.



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- Be **firm** and **clear**.
- Look them in the eye and **tell them to stop**.
- **Get away** from the situation as quickly as possible.
- **Tell an adult** what has happened as soon as possible.
- **Tell your family**.
- If you are scared to tell an adult on your own ask a friend to come with you.
- **Don't blame yourself** for what has happened.

REMEMBER – Bullies will carry on if you stay quiet! Always tell an adult. They are there to help you!