



Bromstone Primary School

## **Anti-Bullying Policy**

**Formulation date: January 2018**

**Senior Team Responsibility:** Heads of School

**Governors' Reviewing Committee:** Behaviour and Safety

**Approved on: 22<sup>nd</sup> January 2018**

**Next Review Date: February 2027**

**Associated Documentation:** Behaviour Policy, Online Safety Policy, Acceptable Use Policies, RSE Policy, Complaints Policy, Child Protection Policy, Teaching and Learning Policy

This policy is based on DfE guidance “Preventing and Tackling Bullying” July 2017 and supporting documents. It also takes into account the DfE statutory guidance “Keeping Children Safe in Education” which is updated yearly.

### **1. Objectives of this policy**

This policy outlines what Bromstone School will do to prevent and tackle bullying. We are committed to developing an anti-bullying culture whereby no bullying will be tolerated under any circumstances. All members of the school community have the right to learn, work and play in a secure and caring environment free from harm or harassment. They also have a responsibility to contribute by preventing and reporting bullying behaviour.

### **2. Our school community:**

- Discusses, monitors and reviews our anti-bullying policy on a regular basis
- Supports all staff to promote positive relationships and identify and tackle bullying appropriately
- Ensures that pupils are aware that all bullying concerns will be dealt with sensitively and effectively; that children feel safe to learn and that they abide by the anti-bullying policy
- Recognises that some members of our community may be more vulnerable to bullying and its impact than others; being aware of this will help us to develop effective strategies to prevent bullying from happening and provide appropriate support, if required
- Reports back to parents/carers regarding their concerns about bullying and deals promptly with complaints; parents/carers in turn work with the school to uphold the anti-bullying policy
- Seeks to learn from good anti-bullying practice elsewhere and utilises support from other relevant organisations when appropriate
- Actively supports the promotion of good mental health for all members of the school community

### **3. Definition of bullying**

Our school defines bullying as:

**‘Repeated behaviour by an individual or a group, which intentionally hurts others either physically or emotionally’.**

Bullying can include: name calling, taunting, mocking, making offensive comments, kicking, hitting, pushing, pulling, spitting, taking belongings, producing offensive graffiti, gossiping, excluding people from groups, refusing to talk to a person, and spreading hurtful and untruthful rumours.

This includes the same inappropriate and harmful behaviours expressed via digital devices (cyberbullying) such as the sending of inappropriate messages by phone, text, Instant Messenger, through websites and social networking sites, and sending offensive or degrading images by phone or via the internet.

#### 4. Forms of bullying covered by this policy

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

- Bullying related to race, religion, beliefs or culture
- Bullying related to learning difficulties or disability
- Bullying related to appearance or health conditions
- Bullying related to sexual orientation (homophobic bullying) including the use of homophobic language
- Bullying of young carers or looked after children or otherwise related home circumstances
- Sexist, sexual and transphobic bullying, including the use of transphobic language
- Cyberbullying
- Other prejudice-based bullying not identified above

#### 5. 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 or another member of the leadership team will interview all parties involved.
- The designated safeguarding lead will be informed of all bullying issues where there are safeguarding concerns.
- The school will inform other staff members, and parents/ carers, where appropriate.
- Sanctions (as identified within the school behaviour policy) and support for individuals 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).
- Where the bullying takes place off school site or outside of normal school hours (including cyberbullying), the school will ensure that the concern is fully investigated. Appropriate action will be taken, including providing support and implementing sanctions in school in accordance with the school's behaviour policy.
- A clear and precise account of the incident will be recorded by the school on 'CPOMS' in accordance with existing procedures. This will include recording appropriate details regarding decisions and action taken.

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 (i.e. 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:
  - Submit 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
  - Requesting the deletion of locally-held content and content posted online if they contravene school behavioural policies.
- 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 support.
- Offering an immediate opportunity to discuss the experience with their teacher, the designated safeguarding lead, or a member of staff of their choice.
- 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.

Pupils who have perpetrated the 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.
- Restorative approaches will be used; a restorative conversation may be facilitated between the victim and the perpetrator to help the perpetrator to understand the impact their behaviour has had on the victim.
- 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, removal of privileges (including online access when encountering cyberbullying concerns), and fixed-term 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 Child and Adolescent Mental Health Services (CAMHS) as appropriate.

## **Supporting adults**

Our school takes measures to prevent and tackle bullying among pupils; however, it is equally important to recognise that bullying of staff and parents, whether by pupils, parents or other staff members, is unacceptable.

Adults (staff and parents) 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 Executive Headteacher or Heads 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 school's 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.

Adults (staff and parents) who have perpetrated the bullying will be helped by:

- Discussing what happened with a senior member of staff and/or the Executive Headteacher/ Heads of School to establish the concern.
- Establishing whether a legitimate grievance or concern has been raised and signposting to the school's official complaints procedures.
- If online, requesting that content be removed.
- Instigating disciplinary, civil or legal action as appropriate or required.

## **6. Preventing bullying**

### **Environment**

The whole school community will:

- Promote the school values and encourage all children and adults to exhibit these.
- Create and support an inclusive environment which promotes a culture of mutual respect, consideration and care for others, which will be upheld by all.
- Recognise that bullying can be perpetrated or experienced by any member of the community, including adults and children (peer on peer abuse).
- Openly discuss differences between people that could motivate bullying, such as: religion, ethnicity, disability, gender, sexuality or appearance related difference. Also, children with different family situations, such as looked after children or those with caring responsibilities.
- Challenge practice and language which does not uphold the values of tolerance, non-discrimination and respect towards others.

- Be encouraged to use technology, especially mobile phones and social media positively and responsibly.
- Work with staff, the wider community and outside agencies to prevent and tackle concerns including all forms of prejudice-driven bullying.
- Actively create “safe spaces” for vulnerable children and young people.
- Celebrate success and achievements to promote and build a positive school ethos.
- Encourage people not to be ‘bystanders’. A bystander is ‘a person who does not become actively involved in a situation where someone else requires help’. Bystanders play a significant role in bullying. Proactive and preventative interventions implemented at individual, class, school and community level have the potential to reduce bullying, alongside reactive strategies to deal with bullying incidents when they occur.

## **Policy and Support**

The whole school community will:

- Follow the school’s Behaviour policy to promote and encourage positive behaviours and interactions.
- Provide a range of approaches for pupils, staff and parents/carers to access support and report concerns.
- Regularly update and evaluate our practice to take into account the developments of technology and provide up-to-date advice and education to all members of the community regarding positive online behaviour.
- Take appropriate, proportionate and reasonable action, in line with existing school policies, for any bullying brought to the school’s attention, which involves or effects pupils, even when they are not on school premises; for example, when using school transport or online, etc.
- Implement appropriate disciplinary sanctions; the consequences of bullying will reflect the seriousness of the incident, so that others see that bullying is unacceptable.
- Use a variety of techniques to resolve the issues between those who bully, and those who have been bullied, including restorative approaches.

## **Education and Training**

The school community will:

- Train all staff to identify all forms of bullying and take appropriate action, following the school’s policy and procedures (including recording and reporting incidents).
- Consider a range of opportunities and approaches for addressing bullying throughout the curriculum and other activities, such as: through displays, assemblies, peer support, the school council, etc.
- Provide systematic opportunities to develop pupils’ social and emotional skills, including building their resilience and self-esteem.

## **7. Involvement of Pupils**

We will:

- Regularly canvas children’s views on the extent and nature of bullying

- Obtain the views of the School Council
- Ensure pupils know how to express worries and anxieties about bullying
- Ensure all pupils are aware of the range of sanctions which may be applied against those engaging in bullying
- Involve pupils in anti-bullying campaigns in schools
- Participate in campaigns such as Anti-bullying week
- Publicise the details of helplines and websites using various methods including links on our school website
- Offer support to pupils who have been bullied and to those who are bullying in order to address any underlying issues they may have
- Acknowledge the risks of encouraging children to intervene in bullying situations

## **8. Liaison with Parents and Carers**

We will:

- Ensure that all parents/carers know who to contact if they are worried about bullying
- Report back to parents/carers regarding their concerns about bullying as quickly as possible
- Ensure all parents/carers know about our complaints procedure and how to use it effectively, promoting this by its inclusion on the policy area of the school website
- Ensure all parents/carers know where to access independent advice about face to face and cyber-bullying, including the use of links on our school website
- Work with all parents/carers and the local community to address issues beyond the school gates that give rise to bullying

We expect parents and carers to:

- Inform the school of any suspected bullying, even if it does not involve their child
- Encourage their child to report bullying to a member of staff using the 4Ws: Who, What, Where and When
- Inform their child(ren) not to retaliate through violence in any situation
- If their child has been accused of bullying, work in partnership with the school and listen to evidence

## **9. Bullying outside the school premises**

The school will work collaboratively with local residents, police community support officers, local businesses and other schools to prevent and respond to bullying outside of school.

Section 89(5) of the Education and Inspections Act 2006 gives Head teachers the power to regulate pupils' conduct when they are not on school premises and are not under the lawful control or charge of a member of school staff. Actions and responses to non-criminal bad behaviour and bullying which occurs off the school premises will be in-line with the school Behaviour policy.

## **10. Responsibilities**

It is the responsibility of:

- School Governors to take a lead role in monitoring and reviewing this policy
- Governors, the Executive Headteacher, Senior Leaders, Teaching and non-teaching staff to be aware of this policy and implement it accordingly
- The Heads of School to communicate the policy to the school community
- Pupils to abide by the policy
- Parents/carers to abide by the policy and support their children by working in partnership with the school.

Useful websites found below:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/623895/Preventing\\_and\\_tackling\\_bullying\\_advice.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/623895/Preventing_and_tackling_bullying_advice.pdf)

<https://www.anti-bullyingalliance.org.uk/>

<http://salusgroup.org.uk/service/anti-bullying/>