

Anti-Bullying Policy

Stanborough Primary and Nursery School

1. Rationale

At Stanborough Primary Adventist School, it is our aim that every pupil will be given the opportunity to learn and thrive in a safe environment; an environment which promotes pupil well-being and personal growth. This Anti-Bullying Policy is a statutory policy and complies with the Human Rights Act of 1998 (in force from 2 October 2000) and is also linked to the Keeping Safe standard of the Every Child Matters Agenda.

2. Aims and Objectives

Bullying is action taken by one or more children with the deliberate intention of hurting another child, either physically, verbally, emotionally or via mobile phones and the internet (cyber bullying). Bullying can include: name-calling, taunting and mocking, making offensive comments, kicking, hitting and pushing, taking belongings, inappropriate text messaging and e-mailing, sending offensive or degrading messages by phone or via the internet, producing offensive graffiti, excluding people from groups, spreading hurtful and untruthful rumours and gossiping.

- 2.1** Bullying is wrong and damages individual children. We therefore do all we can to prevent it, by developing a school ethos in which bullying is regarded as unacceptable.
- 2.2** We aim, as a school, to produce a safe and secure environment where every individual can learn without anxiety.
- 2.3** This policy aims to produce a *consistent* school response to any bullying incidents that may occur.
- 2.4** We aim to make all those connected with the school aware of our views on bullying, and we make clear each person's responsibility with regard to the eradication of bullying in our school. All staff, including TAs and volunteers must read and sign the anti-bullying policy. Parents will receive a copy of the policy with the School Handbook. It is also available for access via the school website.

3. The Role of Governors

According to legislation, such as the Education and Inspections Act 2006 and the Education Act 2002, the law requires that governing bodies must:

- 3.1** Make and from time to time review a written statement of general principles to guide the Head in determining measures to promote good behaviour.
- 3.2** Consult the Head, other appropriate members of staff, parents and all pupils on this statement of principles.

- 3.3 Promote the well-being of pupils in their schools.
- 3.4 Exercise their functions with a view to safeguarding and promoting the welfare of pupils.
- 3.5 Produce an Annual Profile answering the question, 'How do we make sure our pupils are healthy, safe and well supported?'
- 3.6 Have a race equality policy in place.
- 3.7 Have a disability equality scheme in place, which includes provision to make reasonable adjustments to avoid placing disabled pupils at a substantial disadvantage in comparison with pupils who are not disabled.
- 3.8 Establish procedures for dealing with complaints about bullying. The governing body supports the Head Teacher in all attempts to eliminate bullying. The governing body does not allow bullying to take place in the school, and any incidents of bullying that do occur are taken very seriously and dealt with appropriately.
- 3.9 The governors require the Head Teacher to keep accurate records of all incidents of bullying. The governing body is to be kept informed of bullying incidents that occur. (See Procedures for Dealing with Unacceptable Behaviour). The Head Teacher reports to the Governors annually, on the effectiveness of the school anti-bullying policy and strategies used within the school.
- 3.10 The governing body responds within ten working days to any parental request for investigations regarding bullying. In all cases, the governing body notifies the Head Teacher and asks him/her to conduct an investigation into the case and to report back to a representative of the governing body.

4. The Role of the Head Teacher

- 4.1 It is the responsibility of the Head Teacher to implement the school anti-bullying strategy and ensure that all staff (both teaching and non-teaching) are aware of the school policy and know how to deal with incidents of bullying. The Head Teacher reports incidents of bullying to the governing body along with the effectiveness of the anti-bullying policy annually, providing information on the strengths and weaknesses of the policy.
- 4.2 The Head Teacher ensures that all children know that bullying is wrong, and that it is unacceptable behaviour. The Head Teacher draws the attention of children to this fact and reinforces the behavioural expectations at every opportunity, including anti-bullying week. If an incident occurs, for example, the Head Teacher may use the assembly as a forum to remind all the children why the

behaviour was wrong, and what the consequences will be. Parent awareness will be raised at parent's evening address, via newsletters, extended schools consortium events and through leaflets.

- 4.3** When taken to the Head Teacher, the bully receives a verbal warning initially. If the bully shows no sign of improvement, a written warning will be issued, clearly stating what the unacceptable behaviour is, along with an invitation for parents/carers to meet with the Head Teacher and the Class Teacher. The school will set up an intervention programme, involving the parents/carers, which will seek to eliminate the unacceptable behaviour. The child's behaviour will be monitored via the Head Teacher's Report Card. Strategies used during this period will include SEAL and reference to the Developing Effective Practice Work booklet. Failure to improve the behaviour will result in a second written warning being issued. At this point, the matter will be referred to the Discipline Committee. The conclusion of the Discipline Committee will determine the next course of action, which could include temporary or permanent exclusion. This procedure will be followed for all types of bullying, as outlined in paragraph 1.
- 4.4** The Head Teacher/Deputy ensures that the teachers and teaching assistants receive relevant training at staff meetings and that they are suitably resourced to deal with all incidents of bullying.
- 4.5** The Head Teacher sets the school climate of 'say NO to bullying'. In addition, mutual support and praise for success are encouraged, so making bullying less likely. When children feel they are important and belong to a friendly welcoming school, bullying is far less likely to be part of the behaviour.

5. The Role of the Teacher/Assistants

- 5.1** Staff are expected to be vigilant and pro-active, especially at break times, to ensure that all pupils behave appropriately towards each other and that potential incidents of bullying are avoided (where possible) through timely intervention. If the bullying becomes a Child Protection concern, the Designated Senior Person should be notified.
- 5.2** Staff to take all forms of bullying seriously and act immediately to ensure the safety of the pupils and to prevent further incidents from taking place. A senior member of staff may be called, as necessary.
- 5.3** Staff will spend time talking to both parties, explaining why the action was wrong. Staff will endeavour to help the bully improve his/her behaviour for the future.
- 5.4** Staff to fill in and sign an 'Incident Form'. The form must be passed from the TA, to the Teacher, Deputy and finally the Head Teacher, who keeps a record of all incidents that occur in the school.

- 5.5** The Head Teacher and parents will be informed. A programme involving support counselling and support for the victim of the bullying; as well as issuing consequences, coupled with behaviour modification strategies, for the child who has carried out the bullying, will be implemented. In extreme cases, for example, where these strategies prove ineffective, the Head Teacher may contact external support agencies.
- 5.6** Teachers will receive annual refresher training, to ensure they are equipped to deal with incidents of bullying and behaviour management.
- 5.7** Teachers attempt to support all children in their class and to establish a climate of trust and respect for all. By praising, rewarding and celebrating the success of all children, we aim to prevent incidents of bullying.

6. Role of the Pupil

- 6.1** Pupils are expected to treat each other with respect at all times.
- 6.2** Pupils who are bullied are encouraged to say 'no' to the bullying and to immediately tell the adult on duty, if in the playground, or the class teacher, if in class.
- 6.3** Pupils who are being bullied must know that the school staff and rules are there to protect them and they should feel confident in knowing that the situation will be dealt with appropriately.
- 6.4** Pupils who break the school rule by bullying need to know that the incident will be reported and recorded; that there will be consequence and that the Head Teacher, Governors and their parents/carers will be informed.

7. Role of the parent

- 7.1** Parents who are concerned that their child might be being bullied, or who suspect that their child may be the perpetrator of bullying, should contact their child's class teacher immediately.
- 7.2** Parents have a responsibility to support the school's anti-bullying policy and actively encourage their child to be a positive member of the school. This may require support with referrals to outside agencies for assessment.
- 7.3** Parents should NOT approach pupils directly, but must speak with the Class Teacher.

7.4 If bullying is deemed to be taking place from the Teacher, the Head Teacher needs to be informed immediately and the Child Protection policy will come into effect.

7.5 If bullying is deemed to be taking place from the Head Teacher, it should be reported to the Chair of Governors.

8. Monitoring and review

8.1 This policy is monitored regularly by the Deputy and Head Teacher, who report to the Governors about the effectiveness of the policy, annually.

8.2 The Head Teacher will monitor the effectiveness of the policy on a regular basis and will review the procedures annually. This will be done by examining the school's 'Incidents File' and from discussion with the Deputy. Together, they will analyse the information with regards to gender, age, time of day, lesson and ethnicity of all the children involved in bullying incidents and will give an annual report to the Governing body.

This policy was reviewed by the Governing Body and voted on **21st November 2011**

Next Review Date: November 2012