

## SABDEN PRIMARY SCHOOL



### Anti-bullying Policy

#### Introduction

At Sabden Primary we are committed to providing a warm, caring and safe environment for all our children so that they can learn and play in a relaxed and secure environment. We are aware that pupils may be bullied in any school or setting, and recognise that preventing, raising awareness and consistently responding to any cases of bullying should be a priority to ensure the safety and well-being of our pupils.

In line with the Equality Act 2010 it is essential that our school:

- ☐ Eliminates unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act;☐
- ☐ Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and☐
- ☐ Foster good relations between people who share a protected characteristic and people who do not share it.☐

Bullying of any kind is unacceptable and will not be tolerated in our school. We take all incidents of bullying seriously. Bullying hurts. No-one deserves to be a victim of bullying. Everybody has the right to be treated with respect and pupils who are bullying others need to learn different ways of behaving.

At Sabden Primary, we acknowledge that bullying does happen from time to time – indeed, it would be unrealistic to claim that it does not. However, it is unacceptable and when bullying does occur, everyone should be able to tell and feel confident that incidents will be dealt with promptly and effectively in accordance with our anti-bullying policy.

We are a *TELLING* school. This means that *anyone* who knows that bullying is happening is expected to tell an adult.

#### Aims and Objectives

The aim of this policy is to try and prevent and deal with any behaviour deemed as bullying. We are determined to promote and develop a school ethos where bullying behaviour is regarded as unacceptable, to ensure a safe and secure environment is sustained for everyone to learn and work in. We aim for all pupils to reach their potential academically, socially and personally through learning and playing in a safe and secure environment. The main aims and objectives of this policy are to ensure the following:

- ☐ The school will meet the legal requirement for all schools to have an anti-bullying policy in place.☐
- ☐ The school will work closely with other professional agencies to ensure that children stay safe as stated in The Children Act 1989, The SEN and Disability Act 2001, The☐ Government Green Paper 'Every Child Matters' 2003 (outcome 2) and The Children

Act 2004.

- ☐ All governors, teaching and non-teaching staff, pupils and parents/carers will have an understanding of what bullying is.☐
- ☐ All governors, teaching and non-teaching staff will know what the school policy is on bullying and will consistently and swiftly follow it when bullying is reported.☐
- ☐ All pupils and parents/carers will know what the school policy is on bullying and what they can do if bullying occurs.☐
- ☐ Pupils and parents/carers will be assured that they will be supported when bullying is reported.☐
- ☐ Whole school initiatives (staff training, celebration assemblies etc) and proactive teaching strategies (PHSE [Personal, Health & Social Education] lessons, circle time etc) will be used throughout the school to reduce the opportunities for bullying to occur.☐
- ☐ A positive, caring ethos will be created within the school environment where everyone can work, play and express themselves, free from the fear of being bullied.☐

### **Bullying Definition**

At Sabden Primary, we discuss what bullying is, as well as incidents we would not describe as bullying, with all pupils through assemblies, PSHE lessons and designated termly PSHE weeks.

At Sabden we define bullying through

## **STOP – Several Times On Purpose**

We agree the following:

Bullying is any deliberate, hurtful, upsetting, frightening or threatening behaviour by an individual or a group towards other people.☐

Bullying can include, but is not limited to, physical hurting, name calling, nasty looks or leaving people out.☐

Bullying can happen face-to-face or via ‘virtual’ and online devices.☐

Bullying is repeated over a period of time and it is very difficult for the victims to defend themselves.☐

Bullying usually happens when the relationship is imbalanced.☐ Bullying is usually on-going.☐

Bullying results in worry, fear, pain and distress to the victim/s.☐

### **Specific Types of Bullying**

Cyber-Bullying - The rapid development of, and widespread access to, technology has provided a new medium for ‘virtual bullying’, which can occur in and outside school. Cyber-bullying is a different form of bullying which can happen beyond the school day into home and private space, with a potentially bigger audience, and more accessories as people forward on content.

Racist Bullying - This refers to a range of hurtful behaviour, both physical and psychological, that make the person feel unwelcome, marginalised and excluded, powerless or worthless because of their colour, ethnicity culture, faith community, national origin or national status.

Homophobic Bullying - This occurs when bullying is motivated by a prejudice against lesbian, gay or bisexual people.

## **Bullying can be:**

- ☐ Emotional being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures), ridicule, humiliation☐
- ☐ Verbal name-calling, sarcasm, spreading rumours, threats, teasing, making rude remarks, making fun of someone☐
- ☐ Physical pushing, kicking, hitting, pinching, throwing stones, biting, spitting, punching or any other forms of violence, taking or hiding someone's things☐
- ☐ ☐ Racist racial taunts, graffiti, gestures, making fun of culture and religion☐
- ☐ ☐ Sexual unwanted physical contact or sexually abusive or sexist comments☐
- ☐ ☐ Homophobic because of/or focusing on the issue of sexuality☐
- ☐ Online/cyber setting up 'hate websites', sending offensive text messages, emails and abusing the victims via electronic devices.☐
- ☐ Any unfavourable or negative comments, gestures or actions made to someone relating to their disability or special educational needs.☐

## **Bullying is not:**

It is important to understand that bullying is not the odd occasion of falling out with friends, name calling, arguments or when the occasional trick or joke is played on someone. It is bullying if it is done 'Several Times On Purpose' (STOP)

Children sometimes fall out or say things because they are upset. When occasional problems of this kind arise it is not classed as bullying. It is an important part of children's development to learn how to deal with friendship breakdowns, the odd name calling or childish prank. We all have to learn how to deal with these situations and develop social skills to repair relationships.

## **Where does bullying happen?**

It can happen anywhere – in the classroom, in the corridor, in the toilets, in the dining hall, in the playground. Bullying may also happen on the way to and from school. In such cases, the Headteacher is empowered by law to deal with such incidents but must do so in accordance with the school's policy.

At Sabden Primary, we are concerned with our children's conduct and welfare outside as well as inside school and we will do what we can to address any bullying issues that occur off the school premises. (See Roles and Responsibilities for details.

## Role and Responsibilities

### Procedures for reporting and responding to bullying incidents

All staff will respond calmly and consistently to all allegations and incidents of bullying Sabden Primary. They will be taken seriously by all staff and dealt with impartially and promptly. All those involved will have the opportunity to be heard. Staff will protect and support all children involved whilst allegations and incidents are investigated and resolved. (See Appendices for Step-by-step Guides).

Behaviour incidents, including those of a bullying nature, are recorded by all staff on internal Incidents Sheets. These are centrally collated and all staff have full access to this system. Incidents are regularly monitored to identify patterns of people, places and timings in order to identify and intercept possible issues in a preventative manner.

### If bullying happens outside school and involves our pupils, the following steps may be taken:

- ☐ Talk to the local Community Police Officer
- ☐ Talk to the transport companies about bullying in school taxis☐
- ☐ Talk to the Head Teachers of other schools whose children may be involved in bullying off the premises☐
- ☐ Discuss coping strategies with parents☐
- ☐ Talk to the children about how to handle or avoid bullying outside the school premises☐

### Support and Sanctions

At Sabden our emphasis is always on a caring, listening approach as bullies are often victims too – that is why they bully. Therefore, we have made clear the support that we offer to pupils who experience bullying behaviour and to pupils who demonstrate bullying behaviours. Therefore we take a restorative justice approach to bullying issues.

The children and staff have also discussed this question in their classes and some of the sanctions and support they suggested are included in the list below:

- ☐ ☐ Meeting with parents.☐
- ☐ ☐ 'Red' sanctions.☐
  - ☐ Meeting with the victim.☐
- ☐ ☐ Meeting with the our mental health support lead - Mrs Black
- ☐ ☐ Missing playtimes to reflect.☐
  - ☐ Additional PSHE lessons on bullying and ways to manage behaviour/feelings.☐
  - ☐ Letters to pupils affected.☐
- ☐

This is just some of the strategies not an exhausted list.

### Vulnerable Groups

Sabden Primary is an inclusive school. We provide a secure, accepting, safe and stimulating environment where everyone is valued for who they are. We have a diverse school and everyone involved in the school is very aware that some groups of children can be especially vulnerable to bullying, both participant and victim, and we are therefore particularly vigilant at all times of children in these groups.

- ☐ Looked After Children☐
- ☐ ☐ Gypsy, Roma and Traveller children
- ☐
- ☐ Children with Special Educational Needs or Disabilities (SEND)☐
- ☐
- ☐ Children from ethnic minorities☐
- ☐
- ☐ Children entitled to Free School Meals☐
- ☐
- ☐ Children for whom English is an Additional Language☐
- ☐ ☐ Children who are or are perceived to be gay, lesbian or bisexual☐

High attainers, gifted or talented pupils can also be affected by bullying. Staff will treat this type of bullying as seriously and in the same way as any other type of bullying.

## **APPENDIX A**

### **Guide for School Staff**

The following step-by-step procedure will be used for reporting and responding to bullying allegations or incidents:

1. Report all bullying allegations and incidents to staff i.e. class teacher, teaching assistant, welfare staff, Head Teacher, making sure an Incident form has been completed.
2. Staff will make sure the victim(s) is and feels safe.
3. Appropriate advice will be given to help the victim(s).
4. Staff will listen and speak to all children involved about the incident separately.
5. The problem will be identified and possible solutions suggested.
6. Staff will attempt to adopt a problem solving approach which will move children on from them having to justify their behaviour to how to 'fix' the problem.
7. Appropriate action and support will be taken to end the bullying behaviour or threats of bullying.
8. Staff will reinforce to the bully that their behaviour is unacceptable and explain the consequence of their actions (the victim(s) may want to participate in this)

9. The bully (bullies) may be asked to genuinely apologise at a time after which they have considered the implications of their actions. Other consequences may take place and appropriate sanctions applied (though these may not be witnessed by the victim(s) but they should be informed of them).
10. If possible, the pupils will be reconciled.
11. An attempt will be made, and support given, to help the bully (bullies) understand and change his/her/their behaviour.
12. In all cases, where bullying has occurred based on STOP, parents will be informed and may be invited to come into school for a meeting to discuss the problem.
13. After the incident has been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.
14. Bullying incidents will be discussed regularly at staff meetings (Friday Supervision/ safeguarding meeting).
15. If necessary and appropriate, the DSL (Designated Safeguarding Lead) in school, Social Services or police will be consulted.

All action will be recorded on the Incident Form

## **APPENDIX B**

### **Guidance for parents**

Whenever a bullying incident is discovered, we will go through a number of steps. The exact nature of each step will be adapted to suit the nature and severity of the incident, and the response of those involved.

Before progressing, it may be useful for parents/carers to consider the following:

Has the incident with the same person or people occurred several times within a reasonably short period of time? (STOP)?

- Is it a disagreement or the result of play which has got out of hand?
- Is it a 'falling out of friends' matter?
- Can you recognize a pattern to the incidents?
- Have you noticed any changes in your child's behaviour?

Although incidents may not be bullying, they should always be followed up thoroughly in school and dealt with appropriately.

### **Signs and Symptoms**

A child may indicate, by different signs or behaviour, that he or she is being bullied. Adults should be aware of these possible signs and investigate further if a child:

demonstrates changes in their normal attitude to school, not wanting to attend

demonstrates changes in behaviour; becoming withdrawn, anxious or lacking in confidence or becoming aggressive, disruptive or unreasonable (swearing or using aggressive language for no apparent reason)

has changes to normal patterns of sleep or has nightmares?  
is bullying other children or siblings?  
stops eating?  
is frightened to say what's wrong?

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be taken seriously and investigated as soon as possible.

### **Reporting to school**

Once a child has discussed the issue and confided that they are being bullied, reassure them that they have done the right thing in telling and that the adults in school will need to know to be able to address the problem.

Make an appointment to discuss this with the class teacher at the earliest convenience and mention that it is to do with suspected bullying. The more information that can be shared with school staff at this early stage, the better. Where possible, arrange a face-to-face meeting with the class teacher to discuss the issue and next steps. Alternatively, this conversation may take place over the phone.

For particularly serious incidents, the class teacher may refer the incident on to a senior member of staff. Staff will follow school procedures (see appendix A) to resolve the situation and keep lines of communication open to monitor the child both at home and at school.

## **APPENDIX C**

### **Guide for children**

#### **What can you do if you are being bullied? STOP (Start Telling Other People)**

Wherever you are in school, you have the right to feel safe. Nobody has the right to make you feel unhappy. If someone is bullying you, it is important to remember that it is not your fault and there are people who can help you.

The children were all asked this question and we have included some of their strategies in the list below:

- Try not to let the bully know that he/she is making you feel  
upset.
- Try to ignore them.

Be assertive - stand up to them, look at them directly in the eye, tell them to stop and mean it.

- Stay in a group, bullies usually pick on individuals.
- Get away as quickly and safely as you can.
- Tell someone you can trust – it can be a teacher, a teaching assistant, a midday



- ☐ supervisor, a parent, a friend, a brother or sister, a relative or another trusted adult.☐
- ☐ ☐ If you are scared, ask a friend to go with you when you tell someone.☐
- ☐ ☐ When you tell an adult about the bullying give them as many facts as you can (What? Who? Where? When? Why? How?).☐
- ☐ ☐ Keep a diary of what's been happening and refer to it when you tell someone☐
- ☐ ☐ Keep on speaking out until someone listens and helps you.☐
- ☐ ☐ Never be afraid to do tell someone about it and quick.☐
- ☐ ☐ Don't suffer in silence.☐
- ☐ ☐ Don't blame yourself for what is happening.☐
- ☐ ☐ Call a helpline.☐

### **What can you do if you see someone else being bullied? (The role of the bystander)**

Ignoring bullying is cowardly and unfair to the victim. Staying silent means the bully has won and gives them more power. There are ways you can help without putting yourself in danger. The children have also discussed this question in class and some of the strategies they suggested are listed below:

- ☐ ☐ Don't smile or laugh at the situation.☐
- ☐ ☐ Don't rush over and take the bully on yourself.☐
- ☐ ☐ Don't be made to join in.☐
- ☐ ☐ If safe to do so, encourage the bully to stop bullying.☐
- ☐ ☐ If you can, let the bully know you do not like his or her behaviour.☐
- ☐ ☐ Shout for help.☐
- ☐ ☐ Let the victim(s) know that you are going to get help.☐
- ☐ ☐ Tell a member of staff as soon as you can.☐
- ☐ ☐ Try and befriend the person being bullied.☐
- ☐ ☐ Encourage the person to talk to someone and get help.☐
- ☐ ☐ Ask someone you trust about what to do.☐
- ☐ ☐ Call a helpline for someone☐

## **APPENDIX D**

### **Sources of further information, support and help**

There is a vast amount of information and guidance available about bullying that can provide a wide range of support and help. The following list is just a small selection of the support available that teachers, parents and children have found useful.

Name of organisation/Telephone number/Website

Act Against Bullying 0845 230 2560 [www.actagainstbullying.com](http://www.actagainstbullying.com)  
Advisory Centre for  
Education (ACE)  
0207 704 3370 [www.ace-ed.org.uk](http://www.ace-ed.org.uk)  
Anti-bully not available [www.antibully.org.uk](http://www.antibully.org.uk)  
Anti-Bullying Alliance (ABA) 0207 843 1901 [www.anti-bullyingalliance.org.uk](http://www.anti-bullyingalliance.org.uk)  
Anti-bullying Network 0131 651 6103 [www.antibullying.net](http://www.antibullying.net)  
Beatbullying 0845 338 5060 [www.beatbullying.org.uk](http://www.beatbullying.org.uk)  
Bully Free Zone 01204 454 958 [www.bullyfreezone.co.uk](http://www.bullyfreezone.co.uk)  
Bullying Online 020 7378 1446 [www.bullying.co.uk](http://www.bullying.co.uk)  
BBC not available [www.bbc.co.uk](http://www.bbc.co.uk)  
Childline 0800 1111 (helpline for children) [www.childline.org.uk](http://www.childline.org.uk)  
Kidscape 020 7730 3300  
(general enquiry number)  
08451 205 204  
(helpline for adults only)  
[www.kidscape.org.uk](http://www.kidscape.org.uk)  
Leicestershire LEA website  
devoted to anti-bullying  
0116 284 5100 [www.beyondbullying.com](http://www.beyondbullying.com)  
NSPCC 0207 825 2500 [www.nspcc.org.uk](http://www.nspcc.org.uk)  
Parentline Plus 0808 800 2222 [www.parentlineplus.org.uk](http://www.parentlineplus.org.uk)  
The Children's Legal Centre 0800 783 2187  
[www.childrenslegalcentre.com](http://www.childrenslegalcentre.com) The Office of the Children's  
Commissioner  
0844 800 9113 [www.childrenscommissioner.org.uk](http://www.childrenscommissioner.org.uk)

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