



Anti-Bullying Policy for Long Sutton County Primary School

Date of approval and adoption:
Date for next review: June 2019

Signed by:

Pastoral Leader:

Headteacher:

Chair of Governors:

Introduction

At Long Sutton County Primary School we aim to provide a safe, caring and friendly environment for all our children and young people to allow them opportunities to learn effectively, improve life chances and help them maximise their potential.

We will strive to ensure children and young people feel safe, including understanding the issues relating to safety, such as bullying and that they feel confident to seek support should they feel unsafe.

Aims

Bullying is wrong and damages individual children. We therefore do all we can to prevent it, by developing a school ethos in which bullying, either verbal or physical is regarded as unacceptable. We aim to produce a safe, caring and secure environment where all children can learn without anxiety.

This policy aims to produce a consistent school response to any bullying incidents that may occur and ensure that there is a climate of openness throughout the school. Bullying must always be reported in order for it to be dealt with:

- it should be made clear to all those connected with the school of our opposition to bullying
- preventative measures must form part of overall anti bullying strategy
- all staff will have read this policy and therefore have an understanding of what bullying is
- all staff will know about and follow this policy
- all our children and young people and their parents should be aware of what to do if bullying occurs
- there should be no “hierarchy” of bullying – all forms of bullying should be taken equally seriously.

Objectives

Preventing bullying

The most effective way of preventing bullying is to create effective environments in which:

- the contribution of all children and young people are valued
- all children and young people can feel secure and are able to contribute appropriately
- stereotypical views are always challenged, and children and young people learn to appreciate and view positively differences in others whether arising from race, culture, gender, sexuality, ability or disability

- children and young people learn to take responsibility for their actions and behaviours both in school and in the wider County
- all forms of bullying and harassment are challenged
- children and young people are supported to develop their social and emotional skills

What is Bullying?

Bullying is an action which is **sustained, targeted** and **on purpose (STOP)**, an **action** taken by one or more children with the **deliberate intention** of hurting another child, either physically or emotionally. It can range from ostracising, name calling, teasing, threats and extortion to physical assault on persons and or their property. One off or occasional incident are wrong but do not constitute bullying.

The Lincolnshire Children's Services Anti Bullying Strategy defines bullying as:

Behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally

Bullying can take place between individuals or groups; face to face, indirectly or using a range of cyber bullying methods, the recognised categories are:

- **Direct physical bullying:**
Hitting, kicking, pushing, taking or hiding/damaging belongings including money
- **Direct verbal bullying:**
Name calling, teasing, insulting, using verbal threats
- **Indirect bullying:**
Looks, social exclusion, spreading rumours, gossiping, and graffiti

Cyber bullying is a more recent problem that has come about through the increased use of mobile phones and the Internet. It can be an extension of face to face bullying, with technology providing the person who bullies with another route to harass their target. However it differs in several significant ways from other kinds of bullying: the invasion of home and personal space; the difficulty in controlling electronically circulated messages; the size of the audience; and the perceived anonymity. It may also involve the misuse of associated technology such as cameras and video facilities.

Cyber Bullying can be defined as:

The use of Information and Communication Technology (ICT), particularly mobile phones and the Internet, deliberately to upset someone

Why are children bullied?

Children and Young People are bullied for a variety of reasons; vulnerable groups are particularly at risk of bullying.

Specific types of bullying include bullying related to:

- Race, religion or culture.
- Special Educational Needs (SEN) or disabilities.
- Appearance or health conditions.
- Sexual orientation.
- Young carers or looked-after children or otherwise related to home circumstances.
- Sexist, sexual and transphobic bullying.

Further information about specific bullying follows on pages 5-6.

Signs, Symptoms & Effects

Children and young people who are being bullied may show changes in behaviour, such as:

- Becoming shy and nervous
- Feigning illness
- Taking unusual absences
- Clinging to adults

All staff must be alert to the signs of bullying and act promptly and firmly against it in accordance with this policy.

Effects can be

- Changes in work patterns
- Lacking concentration
- General unexplained behaviour.

Reporting

Clear and well publicised systems for reporting bullying are in place for all, this includes those who are the target of bullying or who have witnessed bullying behaviour (bystanders).

Pupils

Any child who is being bullied, is upset or has concerns either for themselves or another child is encouraged to:

- Talk to an adult at the time so that the issue can be dealt with immediately
- Raise the issue through class circle time or discussion
- Talk to any adult in school at any time
- Inform adults through the worry box, diary or white card

Parents / Carers

Parents who are concerned that their child might be bullied or who suspect that their child may be perpetrator of bullying should contact their child's class teacher immediately.

Parents have a responsibility to support the schools anti bullying policy to actively encourage their child to be positive member of school.

All staff and volunteers

Support staff in school should report the incident to class teachers and record the same on 'child/parent incident' forms.

Class teachers should report all incidents to the Headteacher or Assistant Headteacher deputising.

Volunteers in school should report any concerns to the class teacher they are working with.

Governing Body

The termly Head Teacher's report to the Governors will include a report on both accusations of bullying as well as recognised incidents of bullying.

Responding

The following steps may be taken when dealing with incidents:

- If bullying is suspected or reported, the incident should be dealt with immediately where appropriate by the member of staff who has been approached.
- A clear account of the incident must be recorded on the pupil/parent incident form

- Class teachers must be informed in the case of a member of the support staff being made aware of the incident
- Headteacher or Assistant Headteacher acting as deputy must be informed
- Parents will be kept informed by the Headteacher or Assistant Headteacher acting as deputy
- The child carrying out the bullying will have the required sanction taken against them. (Sanctions may include loss of playtime or withdrawal from favoured activities) Punitive measures will be used as appropriate and in consultation with all parties concerned
- The headteacher maintains a log of all bullying incidents
- The police should be notified if appropriate

Children who have been bullied will be supported by:

- Offering an opportunity to discuss the experience with a member of staff who listens and takes the situation seriously
- Reassuring the child
- Offering continuous tailored support as appropriate
- Restoring self-esteem and confidence

Children and young people who have displayed bullying behaviour will be helped by:

- Discussing what happened
- Discovering why they became involved
- Establishing the wrong doing and their need to change and identify available support
- Informing and supporting parents or carers to help change the child or young person's attitude
- Maintaining ongoing communication with parents or carers

When all other responses have been exhausted the following disciplinary steps can be taken:

- Official warnings to cease offending
- The required sanction taken against them (Sanctions may include loss of playtime or withdrawal from privileges)
- Exclusion from certain areas of premises
- Internal exclusion
- Minor fixed-term exclusion
- Major fixed-term exclusion
- Permanent exclusion
- Police involvement

Evaluation and Review

The policy should be reviewed annually to assess the effectiveness of its implementation through discussion with all stakeholders. The policy will be promoted and implemented throughout the year.

This policy is regularly monitored by the head teacher who reports to governors about the effectiveness of the policy on request. This anti bullying policy is the governors' responsibility and they review its effectiveness annually. They do this by examining the schools records and by discussion with the Headteacher. Governors analyse information with regard to gender, age and ethnic background of all children involved in bullying incidents.

Further information about specific types of bullying

Bullying related to race, religion or culture

Some surveys and focus groups have found that a high proportion of bullied children and young people have experienced racist or faith-based bullying. Recent political and social issues also appear to have been a factor in bullying and harassment. There is research to support the suggestion that where black and minority ethnic (BME) children experience bullying, it is more likely to be severe bullying. Moreover, bullying incidents can be a subset of the indirect and direct racist hostility which BME children, children of different faiths and traveller children can experience in a number of situations.

Bullying related to special educational needs (SEN) and disabilities

Research shows that children and young people with SEN and disabilities are more at risk of bullying than their peers. Public bodies have new responsibilities to actively promote equality of opportunity for all disabled people and eliminate disability-related harassment.

Children and young people with SEN and disabilities, whether in mainstream or special schools, do not always have the levels of social confidence and competence, and the robust friendship bonds that can protect against bullying. All schools should ensure that a whole-school approach is taken to deal with bullying related to SEN and disability, and that it is specifically covered in anti-bullying policies.

Where children and young people with SEN and disabilities are themselves found to be bullying, in most cases (except those related to specific conditions) schools should expect the same standards of behaviour as apply to the rest of the school County, having made the reasonable adjustments necessary.

Bullying related to appearance or health conditions

Those with health or visible medical conditions, such as eczema, may be more likely than their peers to become targets for bullying behaviour. Perceived physical limitations, such as size and weight, and other body image issues, can result in bullying, and obvious signs of affluence (or lack of it) can also be exploited ruthlessly with severe consequences.

Bullying related to sexual orientation

Evidence of homophobic bullying suggests that children and young people who are gay or lesbian (or perceived to be) face a higher risk of victimisation than their peers. Homophobic bullying is perhaps the form of bullying least likely to be self-reported, since disclosure carries risks not associated with other forms of bullying. The child or young person may not want to report bullying if it means 'coming out' to teachers, parents or their peers before they are ready to. Children and young people can also be targeted due to family members identifying as lesbian or gay.

Bullying of young carers or looked-after children, or otherwise linked to home circumstances

Children may be made vulnerable to bullying by the fact that they provide care to someone in their family with an illness, disability, mental health or substance-misuse problem. Young carers may be taking on practical and emotional caring responsibilities that would normally be expected of an adult. Research has highlighted the difficulties young carers face, including risks of ill health, stress and tiredness, especially when they care through the night. Many feel bullied or isolated. Children in care may also be vulnerable to bullying for a variety of reasons, such as their not living with their birth parents or because they have fallen behind in their studies.

Some pupils are heavily influenced by their communities or homes where bullying and abuse may be common. Some bullying at school may arise from trauma or instability at home related to issues of domestic violence or bereavement, or from the experience of being part of a refugee family. Siblings of vulnerable children may themselves be the subjects of bullying by association.

Sexist, sexual and transphobic bullying

Sexist and sexual bullying affects both genders. Boys may be victims as well as girls, and both sexes may be victims of their own sex. Sexual bullying may be characterised by name-calling, comments and overt 'looks' about appearance, attractiveness and emerging puberty. In addition, uninvited touching, innuendos and propositions, pornographic imagery or graffiti may be used.

Children and Young people identifying as transgender or experiencing gender dysphoria (feeling that they belong to another gender or who do not conform with the gender role prescribed to them) can be targeted

by bullies; this can be confused with homophobia in some cases. Children and young people can also be targeted due to family members identifying as transgender.

Cyber bullying

Cyber bullying is a 'method' of bullying, rather than a 'type' of bullying. It includes bullying via text message, via instant-messenger services and social network sites, via email, and via images or videos posted on the Internet or spread via mobile phone. It can take the form of any of the previously discussed types of bullying, i.e. technology can be used to bully for reasons of race, religion, sexuality, disability, etc.

Though the evidence base is narrow, UK studies indicate that around 20 per cent of children and young people have suffered cyber bullying. Prolonged campaigns of harassment can occur. There is some evidence of a strong transition in cyber bullying: those who have been bullied can go on to do the bullying themselves.

Anti-bullying information sheet for pupils:

Is it bullying?

It is if you feel hurt because individuals or groups are:

- calling you names
- threatening you
- pressuring you to give someone money or possessions
- hitting you
- damaging your possessions
- spreading rumours about you or your family
- using text, email or web space to write or say hurtful things (cyberbullying).

It is bullying if you feel hurt because of things said about your ethnic background, religious faith, gender, sexuality, disability, special educational need, appearance or issues in your family.

We do not tolerate bullying. This is what we do about bullying:

- make sure that the person being bullied is safe
- work to stop the bullying happening again
- provide support to the person being bullied.

What should you do?

Talk to someone you trust and get them to help you take the right steps to stop the bullying.

If you feel 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 straight away or, if you do not feel comfortable telling an adult, tell a friend.

If you have been bullied:

- tell a teacher or another adult in your school
- tell your family
- if you are scared to tell a teacher or an adult on your own, ask a friend to go with you
- keep on speaking until someone listens and does something to stop the bullying
- don't blame yourself for what has happened.
- When you are talking to an adult about bullying be clear about:

What has happened to you, how often it has happened, who was involved, who saw what was happening, where it happened, what you have done about it already.

If you find it difficult to talk to anyone at school or at home, ring ChildLine on **freephone 0800 1111**. This is a confidential helpline.

If you are hard of hearing you can use the **textphone 0800 400 222**.

You can also write to Freepost 1111, London N1 0BR. The phone-call and letter are free.

Anti-bullying information sheet for parents

Is it bullying?

It is if individuals or groups are:

- calling your child names
- threatening him/her
- pressuring your child to give someone money or possessions
- hitting your child
- damaging your child's possessions
- spreading rumours about your child or your family
- using text, email or web space to write or say hurtful things about your child (cyberbullying).

It is also bullying if your child feels hurt because of things said about their ethnic background, religious faith, gender, sexuality, disability, special educational need, appearance or specific issues in your family.

What should you do if your child is being bullied?

- Talk to school staff about the bullying. At Long Sutton Primary your first contact point to report concerns about bullying is your child's class teacher. They are contacted on the school telephone 01406 363381.
- It will help to sort out what action to take if you can bear in mind that the teacher may have no idea that your child is being bullied or may have heard conflicting accounts of an incident.
- Be as specific as possible about what your child says has happened; give dates, places and names of other pupils involved.
- Make a note of what action the school intends to take.
- Ask if there is anything you can do to help your child.
- Stay in touch with the school. Let them know if things improve as well as if problems continue.

What will Long Sutton Primary School do?

Long Sutton Primary School does not tolerate bullying. This is what we do about bullying:

- work to make sure that the person being bullied is safe
- work to stop the bullying happening again
- provide support to the person being bullied
- take actions to ensure that the person doing the bullying learns not to harm others.

Families who feel that their concerns are not being addressed appropriately by the school might like to consider the following steps:

- check with the school anti-bullying policy to see if agreed procedures are being followed
- discuss your concerns with other parents
- make an appointment to discuss the matter with the Headteacher and keep a record of the meeting
- if this does not help, write to the chair of governors explaining your concerns and what you would like to see happening.

If you need further support and information at any stage or the problem remains unresolved, ring the helpline at Parentline Plus **0808 800 2222** or contact other local and national support groups.

Letter to parent informing them of their school's complaints procedure

Dear Parents/Carers,

Compliments and complaints

We strive to be a school where you are more than satisfied with what we do to support your child, especially in difficult situations. When you think we do this particularly well, please let us know. Staff work hard for the pupils and we all want to recognise that.

But sometimes things may not go well. For example, you may feel that your child is being bullied and are not happy that the right things have been done to address this. We hope that good communication would solve such a problem. Our aim is that by careful listening, constructive discussion and sensible actions we can work together to solve problems, and so improve our school systems further. But if the problem persists you may wish to make a complaint.

When should I complain?

If you believe that something is seriously wrong then make a complaint. We will investigate it and base what we do on the governing body's agreed policy.

Whom do I contact?

That depends on the particular situation. Often your child's class teacher will be able to deal with the matter. More serious problems might require the intervention of a senior member of staff or the head teacher. Most problems can be solved in this way. A complaint about the conduct of the Headteacher should go to the chair of governors, addressed to the clerk to the governors at the school address.

What if the matter is still unresolved?

You should write to the head teacher, in the first instance, if you are dissatisfied with the handling of a complaint. The Headteacher will investigate the matter and may invite you to a meeting to talk about it. The school may arrange for a suitable mediator to be present.

After trying all other avenues, you may decide to make a formal complaint to the governing body by sending a letter to the clerk to the governors at the school address. The governors will investigate and may invite you to meet them to discuss your concerns.

If you are still dissatisfied, after an investigation by the governing body, you may appeal to the LA. In cases where you believe that the school has acted unlawfully or unreasonably, or failed to fulfil a statutory duty, you can take your complaint to the Secretary of State for Children, Schools and Families.

If you want further information or support I recommend Parentline Plus to you as a source of information and advice (telephone: 0808 800 2222). All this looks very formal, but very few problems have to go through such steps because we work hard to understand and resolve problems as quickly as possible. In this way pupils of the school get the best possible chance to succeed in their learning.

Yours sincerely,

Chair of Governors

Satisfaction survey for parents

This will be sent to parents two months after a bullying enquiry has taken place at the school to test out satisfaction with school systems. It will not be used if there is an ongoing complaints procedure.

Dear Parent/Carer,

Two months ago your child was the subject of bullying behaviour. I am writing to seek your views on how well the school dealt with the problem. We will use this information confidentially within the school to inform our review of policy and practice. The individual details will not have any wider use unless we ask for, and you give, your specific permission.

How easy was it for your child/you to report the bullying? (circle one)

1 2 3 4 5

(1: not easy) (5: very easy)

Comment if we could improve:

How satisfied are you with what we did to make your child feel safe? (circle one)

1 2 3 4 5

(1: not satisfied) (5: very satisfied)

Comment if we could improve:

How satisfied are you with the support your child has had since the bullying incident from the school? (circle one)

1 2 3 4 5

(1: not satisfied) (5: very satisfied)

Comment if we could improve:

Overall how satisfied are you with the way in which Long Sutton Primary School deals with bullying incidents? (Circle one)

1 2 3 4 5

(1: not satisfied) (5: very satisfied)

Comment if we could improve:

Thank you for your help in completing this. We will use this information to think about what we do to tackle bullying, and make Long Sutton Primary School one where pupils and parents are confident that we are honest about problems which happen, confident that we do not tolerate bullying behaviour and confident that our systems support children.

Yours sincerely,

Headteacher

Opportunities to promote anti-bullying messages through the curriculum

The curriculum includes all the planned learning activities, explicit and implicit, which a school promotes. So when reviewing the curriculum for anti-bullying work the school will review:

- the school-curriculum policy and the responsibilities of all curriculum team leaders in taking account of anti-bullying work and tackling prejudice that may give rise to bullying in their curriculum area
- the contribution to anti-bullying work in specific curriculum areas such as personal, social and health education (PSHE), citizenship and in the social and emotional aspects of learning (SEAL) programme
- how assemblies, class time and tutorial time are, and can be, used as teaching opportunities for anti-bullying principles and practice
- how transition is planned and delivered:
 - at planned times (e.g. for Years 6 pupils)
 - for individuals arriving at other times in the school year
 - for individuals needing specific support.

Personal, social and health education (PSHE)

PSHE provides school staff with a clear opportunity to work on bullying.

Within PSHE pupils should be taught:

Key Stage 1: that there are different types of teasing and bullying;

that bullying is wrong; how to help to deal with bullying.

Key Stage 2: the consequences of anti-social and aggressive behaviours, such as bullying and racism, on individuals and communities; the nature and consequences of racism, teasing and bullying, and aggressive behaviours; how to respond to bullying and ask for help.

Social and emotional aspects of learning (SEAL)

The SEAL materials help schools to develop social and emotional skills, which underpin the PSHE framework, and to meet the criteria for emotional health and well-being in the National Healthy Schools Programme. It provides a framework and resources to help schools to systematically and progressively develop pupils' social and emotional skills.

The Primary SEAL resource provides a whole-school and whole-curriculum framework, and is organised into seven themes:

- New beginnings.
- Getting on and falling out.
- Going for goals.
- Good to be me.
- Relationships.
- Changes.
- Say no to bullying.

Each theme is relevant to reducing bullying. The theme 'Say no to bullying' provides an explicit focus on bullying and is a useful resource for **Anti- Bullying Week**.

The SEAL learning objectives related to anti-bullying are:

Foundation stage

- I know I belong in my classroom.
- I like the ways we are all different and can tell you something special about me.
- I can tell you some ways in which children can be unkind and bully others.
- I can tell you how it feels when someone bullies you.

- I can be kind to children who have been bullied.
- I know who I could talk to in school if I was feeling unhappy or being bullied.
- I know what to do if I am bullied.

Years 1 and 2

- I can tell you what bullying is.
- I can tell you some ways in which I am the same and different from my friends.
- I am proud of the ways in which I am different.
- I can tell you how someone who is bullied feels.
- I can be kind to children who are bullied.
- I know that when you feel sad, it affects the way you behave and how you think.
- I know some people in and out of school who I could talk to if I was feeling unhappy or being bullied.
- I know what to do if I am bullied.

Years 3 and 4

- I know what it means to be a witness to bullying.
- I know that witnesses can make the situation better or worse by what they do.
- I know how it might feel to be a witness to, and a target of, bullying.
- I can tell you why witnesses sometimes join in with bullying or don't tell.
- I can tell you some ways of helping to make someone who is being bullied feel better.
- I know that sometimes bullying is hard to spot, and I know what to do if I think it is going on but I am not sure.
- I can problem-solve a bullying situation with others.
-

Years 5 and 6

- I understand how rumour-spreading and name-calling can be bullying behaviours.
- I can explain the difference between direct and indirect types of bullying.
- I can explain some of the ways in which one person (or group of people) can have power over another.
- know some of the reasons why people use bullying behaviours.
- I know some ways to encourage children who use bullying behaviours to make other choices.
- I can tell you a range of strategies, which I have for managing my feelings in bullying situations, and for problem solving when I am part of one.

Organisations that can offer support

The DfE does not necessarily endorse all the views expressed by these organisations.

11 Million (Office of the Children's Commissioner)

Looks after the interests, and acts as the voice of children and young people by exposing issues affecting young people, facilitating and provoking debate, influencing policy and holding organisations to account.

Telephone: 0844 8009113

Act Against Bullying

A national charity which highlights new forms of bullying, particularly bullying through social exclusion.

Telephone: 0845 230 2560

Actionwork

A multi-media organisation that uses film, theatre and other creative arts to explore and tackle issues that affect young people, in particular bullying.

Telephone: 01934 815163

Advisory Centre for Education

Advice line for parents on all procedural matters concerning schools.

Telephone: 0808 800 5793

Anti-Bullying Alliance (ABA)

Brings together over 60 organisations into one network with the aim of reducing bullying and creating safer environments in which children and young people can live, grow, play and learn.

Telephone: 020 7843 1901

Beatbullying: CyberMentors

This is a unique programme to tackle cyberbullying. Cyber Mentors are an army of young people who help, assist and support their peers in an online virtual County, as well as on mobiles, helping to safeguard themselves and act as mentors and guides to young people they meet online when chatting, surfing and just generally having fun.

Bully Free Zone

Provides a peer-mediation service, written and telephone advice, and provides training for children and young people, parents, teachers, youth workers and other professionals.

Telephone: 01204 454958

Bullying Online

Provides an email advice service for children and young people, as well as online help and information for schools and pupils.

ChildLine

Offers a free 24-hour helpline and counselling service for children in distress or danger.

Telephone: 0800 1111

Educational Action Challenging Homophobia (EACH)

Established to challenge homophobia in education.

Telephone: 0808 1000143

Kidscape

Provides training for professionals, courses for bullied children, a helpline for parents of bullied children, and books, videos, free booklets and leaflets about the prevention of bullying, many in several languages.

Telephone: 020 7730 3300

Miss Dorothy.com

Provides a programme which offers an approach to learning about personal behaviour and safety for 4 to 11-year-olds.

Telephone: 0870 759 3388

National Autistic Society

Champions the rights and interests of all people with autism, and seeks to ensure that they and their families receive quality services appropriate to their needs.

Telephone: 0845 0704004

National Society of Prevention of Cruelty to Children (NSPCC)

NSPCC aims to end cruelty to children. The society works with children and families, as well as influencing public policy and attitudes.

Telephone: 020 7825 2500 .

Parentline Plus

Offers help and support through a range of free, flexible and responsive services by working for and with anyone who is parenting a child.

Telephone: 0808 800 2222

School's Out!

Aims to support lesbian, gay, bisexual and transsexual (LGBT) staff in education, and to raise the profile of LGBT people and issues.

Telephone: 01273 298299

Stonewall

To empower teachers and educational professionals to tackle homophobia, biphobia and transphobia in schools and colleges.

<http://www.stonewall.org.uk/get-involved/education>