



# Anti-Bullying Policy

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## Document history

Issue 1: This is a re-write of the original policy.

Issue 2: Reviewed but no changes

# 1 Introduction

It is the aim of the policy to support the 5 outcomes of the Every Child Matters. It promotes strategies of:

## Being Healthy

- Promoting emotional health through greater understanding of the effect bullying has on others.
- To make children aware of what constitutes bullying and how they can help stamp it out.

## Staying Safe

- Promoting strategies for children to stay safe from bullying and discrimination.

## Enjoy and Achieve

- Allowing the children to learn in an environment that is safe and secure.

## Making a Positive Contribution

- To encourage children to promote positive behaviour in and out of school.
- To develop positive relationships and choose not to bully or discriminate.

## Achieve Economic Well Being

- To promote positive behaviour to fit children for an eventual position in the workplace.

# 2 Aims

- To allow all pupils to achieve their potential in all areas of school life;
- To ensure the safety and happiness of all pupils;
- To be an effective, caring school

# 3 Definition of bullying:

“A pupil is being bullied, or picked on, when another pupil or group of pupils say nasty things to him or her. It is also bullying when a pupil is hit, kicked, threatened, sent nasty notes/texts/emails, when no-one ever talks to him/ her and does things that make life unpleasant for the victim. These things can happen frequently and it is difficult for the pupil being bullied to defend him/ herself. It is also bullying when a pupil is teased repeatedly in a nasty way.”

An occasional fight, dispute or quarrel, however unwelcome and unpleasant that these are, may *not* be bullying.

## 3.1 What is bullying:

It is the wilful, conscious desire to hurt, threaten or frighten someone.

It can be physical or verbal.

It can be carried out by an individual or a group.

It happens for all sorts of reasons such as the way you look, your size, how you talk or simply because of how clever you are at school.

## 3.2 Examples are:

Teasing or name calling

Threatening someone or making him/ her do something he/ she doesn't want to do

Taking or damaging someone's belongings

Hitting or kicking.  
Playing an unkind practical joke on someone.  
Making somebody feel uncomfortable or scared.  
Ignoring or deliberately leaving someone out.  
Saying or writing nasty things about someone.  
Making comments about other people's colour, religion or culture

**At Hollingworth Primary School, any case of bullying will be treated most seriously and dealt with promptly.**

When dealing with a potential case of bullying, it is important that:

- The bully knows why sanctions are imposed;
- The victim appreciates the sanctions/actions available in school to deal with bullying and that she has the right to be free from bullying.

## **4 Strategies for tackling bullying**

- To use the curriculum to:
  - (a) Raise awareness of bullying behaviour;
  - (b) challenge attitudes about bullying behaviour.
- To use assemblies to cover themes, e.g. friendship; conflict; power; trust; which support the theme of "anti-bullying".
- To focus on issues half-termly using resources such as the SEAL materials and "Health for Life", which help pupils to develop self-respect and respect for others.
- To develop an ethos of co-operation within the school; to offer praise and recognition for co-operative and caring behaviour.
- To provide appropriate rewards and sanctions for good/unacceptable behaviour.
- To promote the annual anti-bullying week during the Autumn term utilizing the SEAL and other relevant support materials.

## **5 Procedures to follow in the event of bullying**

### **5.1 By the teacher:**

- Establish facts from witnesses, the victim and the bully.
- Present facts to the bully.
- Counsel the bullied and the bully.
- Having made a judgement on the gravity and/or frequency of the bullying, possibly contact the parents of the both children.
- Consider appropriate sanctions.

## 5.2 Advice:

### For those who are bullied:

- Tell your parents
- Tell an adult you trust
- Talk to a friend

### Onlookers:

- Speak out against bullying. Don't ignore it.
- Tell an adult you trust.
- Be a friend to the bullied.

### For parents/carers:

- Listen to what your son/daughter is saying to you. Reassure him/her that the situation will be resolved. If necessary, write down a few key points/facts.
- In the first instance arrange to speak to your child's teacher, present the information that you have.
- If you feel that after a short period of time (*no more than one week*), there has been no resolution to the problem, arrange to meet with the Headteacher or deputy Headteacher to allow him/her to deal with it.

### For adults who are dealing with an incident:

- Record any incident of bullying. See the annex for the form to be used.
- Advise the deputy Headteacher or Headteacher of the incident, especially if you have spoken to a parent/carer.

### Key actions to be taken in tackling reported incidents of bullying:

Occasion	Action
First time	<ul style="list-style-type: none"><li>• Details of what you did will be written down and kept.</li><li>• You will be told what you did wrong and told not to do it again.</li><li>• You will be given a detention.</li></ul>
Second time	<ul style="list-style-type: none"><li>• Details of what you did will be recorded.</li><li>• Your parents/ carers will be advised in writing.</li><li>• You will be given a detention.</li></ul>
Third time	<ul style="list-style-type: none"><li>• Details of what you did will be recorded</li><li>• Your parents/ carers will be advised in writing.</li><li>• You will be given an exclusion and your parents/ carers will be asked to come into school to talk about your behaviour and future attitude towards others.</li></ul>

## 6 Appendix 1

### ANTIBULLYING LEAFLET FOR CHILDREN

#### If you are being bullied:

##### DO

- Use eye contact and tell the person to go away.
- Ignore the bully.
- Walk away.
- Act as though you don't care what they say or do.
- Remember it is NOT your fault

##### DON'T

- Do what the bully says.
- Look upset or cry.
- Get angry.
- Hit the bully, even though you might want to.

#### What should I do if I see someone else being bullied?

- Don't walk away and ignore the bullying.
- Let the bully know what is happening.
- Tell the bully to stop if it is safe to do so.
- Don't stay silent or the bullying will keep happening.

#### School's view:

- We will all work together to STOP bullying.
- We want our school to make everyone feel safe and happy. Bullying can make people feel frightened and unhappy.
- To deal with bullying in school, we will help everyone:

To get on well together

Respect and understand each other.

#### When is it bullying?

#### When it happens several times on purpose.

#### What we can do to help

We will always treat bullying seriously.

We will find a way to make it STOP so that you can feel safe and happy in school.

#### What should I do if I am bullied:

Tell someone!

In our school a bully is someone who hurts someone more than once, by using behaviour which is meant to hurt, frighten or upset another person.

#### Bullying can be:

**Emotional:** Hurting people's feelings, leaving you out, being bossed about.

**Physical:** Punching, kicking, spitting, hitting, and pushing.

**Through another person:** Sending a friend with horrible messages.

**Verbal:** Being teased, name calling, hand signs.

**Racist:** Calling you racist names.

**Sexual:** Rude comments.

**Cyber:** through texts or e-mail.

#### DON'T FORGET, IF YOU ARE BEING BULLIED:

#### TELL SOMEONE!

## 7 Appendix 2:

### ***A Code of Conduct and some advice for children and parents/ carers, with regards to e- or cyber bullying:***

Here are some points that could be included in a discussion on bullying with young people. Use these points to help you start the discussion, but aim to end up with a small number (up to five or so) of short statements that are suitable for the age of the users.

- If you feel you are being bullied by email, text or online, do talk to someone you trust.
- Never send any bullying or threatening messages. Anything you write and send could be read by an adult.
- Serious bullying should be reported to the police - for example threats of a physical nature.
- Keep and save any bullying emails, text messages or images.
- If you can, make a note of the time and date bullying messages or images were sent, and note any details about the sender.
- Why not log into a chatroom with a different user ID or nickname? That way the bully won't know who you are. You could change your mobile phone number and only give it out to close friends.
- Contact the service provider (mobile phone company, your internet provider) to tell them about the bullying. They may be able to track the bully down.
- Use blocking software - you can block instant messages from certain people or use mail filters to block emails from specific email addresses.
- **Don't** reply to bullying or threatening text messages or emails- this could make matters worse. It also lets the bullying people know that they have found a 'live' phone number or email address. They may get bored quite quickly if you ignore them.
- **Don't** give out your personal details online - if you're in a chatroom, watch what you say about where you live, the school you go to, your email address etc. All these things can help someone who wants to harm you build up a picture about you.
- **Don't** forward abusive texts or emails or images to anyone. You could be breaking the law just by forwarding them. If they are about you, keep them as evidence. If they are about someone else, delete them and don't reply to the sender.
- **Don't** ever give out passwords to your mobile or email account.
- **Remember** that sending abusive or threatening messages is against the law.

#### **What to do?**

##### Advice for young people

- Be aware of risky online behaviour, such as disclosing personal information.
- If you wouldn't say it in person why say it online? - just because you can't see me and I can't see you, respect others.
- Keep private information private - especially passwords, and think twice before giving out phone numbers, email addresses.
- Talk to someone you trust if you feel uncomfortable about anything that happens online; hopefully it will be a parent or another trusted adult!

- Keep any evidence of bullying (text messages, emails etc...). It is possible that bullies could be breaking the law.
- Try and be a "helpful" bystander, if someone you know is being bullied speak out or tell someone you trust.

#### Advice for parents/carers

- Get involved - make sure you know as much possible about your children's online lives, get them to show you (they care about it).
- Look out for changes in behaviour, your child may become a victim, a bully or a bystander.
- Remember mobiles - it is easy to think of Cyberbullying as needing a computer but today's mobiles do more than enough.
- Use the available tools.
- Keep evidence - however you choose to address the problem (via the school, direct with parents or via your service provider/police), you will need some evidence.