

# ALTRINCHAM CE AIDED PRIMARY SCHOOL

## ANTI-BULLYING POLICY

The aim of the anti-bullying policy is to ensure that pupils learn in a supportive, caring and safe environment without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated.

### Rationale

Everyone at Altrincham CE Aided Primary School has the right to feel welcome, secure and happy. Only if this is the case will all members of the school community be able to achieve to their maximum potential. Bullying of any sort prevents this being able to happen and prevents equality of opportunity. It is everyone's responsibility to prevent this happening and this policy contains guidelines to support this ethos.

Where bullying exists the victims must feel confident to talk to and approach teachers, support staff and parents to activate the anti-bullying systems within the school to end the bullying. It is our aim to challenge attitudes about bullying behaviour, increase understanding for bullied pupils and help build an anti-bullying ethos in the school.

### Anti-bullying (definition)

***"Bullying is repeated aggression, verbal, psychological or physical conducted by an individual or group against others. Isolated incidents of aggressive behaviour, which should not be condoned, would not normally be described as bullying. When the behaviour is systematic and on-going it is bullying".***

### **What Is Bullying?**

Bullying is the use of aggression with the intention of hurting another person.

Bullying results in pain and distress to the victim.

Bullying can be:

- Emotional being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Physical pushing, kicking, hitting, punching or any use of violence
- Racist racial taunts, graffiti, gestures
- Sexual unwanted physical contact or sexually abusive comments
- Homophobic because of, or focusing on the issue of sexuality
- Verbal name-calling, sarcasm, spreading rumours, teasing
- Cyber All areas of internet, such as email & internet chat room misuse
- Mobile threats by text messaging and calls
- Misuse of associated technology, i.e. camera & video facilities

This school accepts the recommendations and principles of the **Anti-bullying Charter**:

### **For pupils who experience bullying:**

- they are heard
- they know how to report bullying and get help

- they are confident in the school's ability to deal with the bullying
- steps are taken to help them feel safe again
- they are helped to rebuild confidence and resilience
- they know how they can get support from others.

#### **For pupils who engage in bullying behaviour:**

- sanctions and learning programmes hold them to account for their behaviour and help them to face up to the harm they have caused
- they learn to behave in ways which do not cause harm in future because they have developed their emotional skills and knowledge
- they learn how they can take steps to repair the harm they have caused.

#### **School community:**

- the whole school community is clear about the anti-bullying stance the school takes
- pupils, as well as staff and other members of the school, are fully engaged in developing and reviewing anti-bullying work in the school every chance is taken to celebrate the success of anti-bullying work
- all pupils are clear about the roles they can take in preventing bullying, including the role of bystanders.

#### **Parents:**

- they are clear that the school does not tolerate bullying
- they are aware of procedures to use if they are concerned their child is being bullied or does not feel safe to learn, including the school's complaints procedure
- they have confidence that the school will take any complaint about bullying seriously and investigate / resolve as necessary, and that the school systems will deal with the bullying in a way which protects their child
- they are clear about ways in which they can complement the school on the anti-bullying policy or procedures.

#### **Objectives of this Policy**

- All governors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is.
- All governors and teaching and non-teaching staff should know what the school policy is on bullying, and follow it when bullying is reported.
- All pupils and parents should know what the school policy is on bullying, and what they should do if bullying arises.
- As a school we take bullying seriously. Pupils and parents should be assured that they will be supported when bullying is reported.
- Bullying will not be tolerated.

#### **Signs and Symptoms**

A pupil may indicate by signs or behaviour that she is being bullied. Adults should be aware of these possible signs and that they should investigate if a pupil:

- is frightened of walking to or from school
- doesn't want to go on the school / public bus
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in school work
- comes home with clothes torn or books damaged
- has possessions which are damaged or "go missing"
- asks for money or starts stealing money (to pay bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home starving (money / lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous & jumpy when a cyber message is received

**These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated**

### **Procedures**

- Report bullying incidents to a member of staff. Initially the incident should be reported to and dealt with by the class teacher. Mention of the incident should be made to the Head and Deputy Head in case of telephone calls from the parents. (The incident should be kept confidential between the pupils involved and the aforementioned members of staff)
- In cases of serious bullying, the incidents will be recorded by any of the aforementioned in the behaviour incident log. The book will be kept in the Head's room so that confidentiality can be maintained and a full picture of related incidents can be seen.

The following information should be recorded:

1. the names of the pupils involved or alleged to have been involved in the incident
2. where and when the incident happened or was alleged to have happened
3. what happened or was alleged to have happened
4. what action was taken
5. how it was followed up

- In serious cases parents should be informed and will be asked to come in to a meeting to discuss the problem
- The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly
- An attempt will be made to help the bully (bullies) change their behaviour, either by talking to the form teacher or the school counsellor

### **What happens after the investigation?**

- The bully (bullies) will be asked to apologise.
- In serious cases, suspension or even exclusion will be considered at the discretion of the Head and Chair of School Governors
- If possible, the pupils will be reconciled
- After the incident / incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

### **The anti-bullying policy and curriculum links?**

The anti bullying policy is developed as an integral part of cross curricular planning and overall school policy development. These include:

- School-improvement policies and plans which have been informed by the outcomes of whole-school audits.
- Curriculum policies, in particular Personal Social and Health Education (PSHE), Citizenship, Creative and Drama, and the Social and Emotional Aspects of Learning (SEAL) programme.
- Pupil support and safeguarding policies.
- The behaviour policy
- Staffing policies.
- Site policies including those for before/after school clubs, break-times, lunchtimes and travel-management supervision routines.
- Equality and diversity policies (e.g. disability-equality scheme and race-equality policy).
- School-communication policies and celebration of achievement practices.

### **Communicating the anti bullying policy**

- Copies are available on request from the school office.
- The school will communicate the school-behaviour policy and make it known to staff, pupils and parents at least once a year.

### **Pupils Voice**

This school seeks pupil participation in the development of the anti bullying policy. Through:

- focus groups and face-to-face discussions with small groups of children and young people, particularly through the school council
- PSHE or Citizenship curriculum through which the class could address bullying as a class project

- written questionnaires and feedback forms, which provide ideal opportunities to find out about pupil's understanding and perceptions of bullying
- art, posters, drama and interactive exercises
- puppets or dolls for very young children
- DVDs and CDs

### **Actions to Tackle Bullying**

Prevention is better than cure so at Altrincham CE Aided Primary School are vigilant for signs of bullying and always take reports of incidents seriously. We will use the curriculum whenever possible to reinforce the ethos of the school and help pupils to develop strategies to combat bullying-type behaviour.

Pupils are told that they must report any incidence of bullying to an adult within school, and that when another pupil tells them that they are being bullied or if they see bullying taking place it is their responsibility to report their knowledge to a member of staff.

All reported incidents of bullying will be investigated and taken seriously by staff members. A record will be kept of incidents. The Head Teacher will monitor incidents on the Behaviour Incident Form and copies handed to the class teacher and to the deputy head teacher. Older pupils may be asked to write a report themselves. In order to ensure effective monitoring of such occurrences, and to facilitate co-ordinated action, all proven incidences of bullying must be reported to the Head teacher. If bullying persists or includes racist abuse then it should be reported to the Head teacher to be recorded on the Racial/ Behaviour Incident Form.

Upon discovery of an incident of bullying, we will discuss with the children the issues appropriate to the incident and to their age and level of understanding. If the incident is not too serious, a problem-solving approach may help. The adult will remain neutral and deliberately avoid direct, closed questioning which may be interpreted as accusatory or interrogational in style. Each pupil must be given an opportunity to talk and the discussion should remain focused on finding a solution to the problem and stopping the bullying recurring.

There are various strategies that are applied if more than one pupil is involved in bullying another. Assemblies role-play and other drama techniques can be used as well as Circle Time. If held regularly, this can be an effective way of sharing information and provide a forum for discussing important issues such as equal rights, relationships, justice and acceptable behaviour. It can also be used just within the affected group to confront bullying that already exists.

Victims who are worried about openly discussing an incident when the aggressors are present (eg taunting during a lesson) can be encouraged to go to the teacher with a piece of work, using this as a reason to speak to the teacher. Victims need to feel secure in the knowledge that assertive behaviour and even walking away can be effective ways of dealing with bullying. In some situations a buddy system or peer counseling possibly with pupils who already hold a position of responsibility, such as School Council members can also be beneficial.

Pupil behaviour mentor support at playtimes and lunch time is available through the supervisor Mrs. K Darrock. A range of behaviour management and modeling can be utilised with supervised play and distance monitoring.

### **Parental Involvement**

The parents of bullies and their victims will be informed of an incident and the action that has taken place and asked to support strategies proposed to tackle the problem. The bully will also be reminded of the possible consequences of bullying and the sanctions for repeated incidents will be clearly explained to him/her. (Persistent bullies may be excluded from school). The school follows a positive behaviour stance.

Parents are reminded regularly through letters and newsletters to inform their children that they must tell someone should they ever be bullied. Keeping information from the school, or from their parents, will never help a problem to be solved, and will prolong the period a victim has to suffer. Whilst there is little history of bullying at Altrincham CE Aided Primary School, we believe that one case is one case too many and we believe it is essential to constantly review this policy to ensure we are in a position to strengthen our approach to this issue. Where necessary we have and will call on outside resources such as the Behaviour Support Service, Kidscape and theatre companies to support our action. This policy is seen as an integral part of our Positive Behaviour and Anti Racism Policy.

### **Evaluation**

The key questions to be asked in evaluating this policy are:

- Do the data and views of people gathered show that we have achieved what we set out to do?
- What have we learned about how to develop anti-bullying work in the school?
- What is our next development priority in anti-bullying work and how will we undertake that development?

This school will incorporate the results of the evaluation of the anti-bullying policy in the self-evaluation form (SEF).

Signature ..... (Head teacher)

Signature ..... (Chair of Governors)

Review date.....