



St Clare's Catholic Primary School

## Anti Bullying Policy

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## ANTI BULLYING POLICY

At St Clare's Catholic Primary School, we believe that every single child has the right to learn in a school environment, free from bullying of any kind and in which they feel safe and supported. Bullying of any kind is deemed unacceptable and will always be treated seriously and acted upon.

### **DEFINITION OF BULLYING**

This school defines bullying in this way:

Bullying is deliberate and persistent harassment that causes harm and stress. Bullying is behaviour by an individual or group, **repeated** over time, that **intentionally** hurts another individual or group, either physically or emotionally.

It can be verbal (e.g. name calling), physical (hitting), indirect (eg. spreading rumours) or technological (e.g. using the internet, mobile phone etc.)

Bullying includes:

- Verbal - for example name-calling, taunting, mocking, spreading rumours
- Physical - for example kicking, hitting, pushing, taking belongings,
- Cyber Bullying - text messaging, prank mobile calls and inappropriate use of social networking site (see Appendix 1)
- Emotional - for example excluding people from social groups and spreading hurtful and untruthful rumours
- Causing physical or emotional damage to a pupil or group of pupils and can be motivated by prejudice on grounds of race, religion, violent extremism or radicalisation, culture, sex, gender, homophobia, transphobia, disability and special educational needs or because a child is a looked after child or adopted or is a carer.

Bullying can seriously damage a young person's confidence and self-worth; it is the responsibility of all staff to actively support children who are being bullied and to act in a supportive and confidential manner if a child approaches them with an allegation of bullying.

Bullying is not when children have the odd argument or fall out.

Once it has been decided that a child is being bullied, it will be considered a Level 3 breach of the Good Behaviour Guide and the school will respond accordingly.

### **OUR AIM**

1. To present to children a safe and secure environment where there is an understanding that bullying will not be tolerated.
2. To encourage and allow all our children the opportunity to be individuals and to express their own opinions without fear of ridicule.
3. To ensure that both children and parents understand the procedures that will be taken when an incident of bullying takes place.
4. To ensure that children feel listened to.

## **PREVENTION**

1. Through the ethos of the school, incorporating our School Code of Conduct.
2. Through opportunities within the school curriculum - PSHE, assemblies, workshops, visiting speakers and Computing provision.
3. Through the pastoral work of our staff - class teachers, LSAs and lunch time supervisors building positive and caring relationships with all pupils.
4. Ensuring that the school environment is safe and that staff are aware of areas where problems may arise.
5. Through the use of circle time where issues can be aired and the Buddy System in place for Reception Class pupils.
6. Through the on-going training of all our staff.
7. Through openness and good communication, which are often the most powerful ways in which to combat bullying, and this should involve all members of the school community.
8. Pupils can also share any concerns with their School Councillors.

## **ADVICE TO PARENTS**

We place an extremely high value on our relationship with parents which means that close communication between Home and School can enable us to deal with difficult situations as they arise. Bullying occurs in all schools and places of work from time to time. Parents should be aware that we do not tolerate any form of bullying at S Clare's and we will always respond to reported incidents.

If your child raises a bullying issue, we would ask that you discuss this with a member of staff. Your first line of contact should be your child's class teacher, who will then liaise and discuss the issues / concerns with a member of the SLT. Similarly, if your child says that they are being bullied or that they know someone who is, we would ask you to let us know swiftly so that we can take immediate, appropriate action.

## **ADVICE TO PUPILS**

If someone is being unkind and making you feel unhappy, you must tell someone. Remember, it may not be bullying, but your teachers will help you work through any problems you may have.

1. If you feel you are being bullied you must tell someone about it. This does not have to be your class teacher but someone who you feel comfortable to be able to talk to and who you trust to support you. Please do not suffer in silence.
2. Treat everyone in your school with kindness - even if you don't really like them.
3. Don't get involved in name calling or gossip.
4. If you see someone being unkind please tell a teacher or your parents.
5. And remember, if you know that someone is being unkind and you don't do something to help, you are letting the bully get away with it.

## ADVICE TO SCHOOL STAFF

Always set a good personal example. Be a good role model for the children and be clear that you will not tolerate bullying.

Be alert for children who appear upset, **take action immediately**. Look out for those children who may sometimes be isolated or vulnerable.

1. **ALL** staff should always be watchful for indicators of bullying, both verbal and physical. If you have any concerns then please act immediately. If you have a concern, always take some form of action. Always raise issues with a member of the SLT.
2. As part of our good practice staff should continue to observe the following objectives;
  - Being sensitive at all times to the feelings of students and especially to the possibility of bullying, by supervising every situation vigilantly.
  - Taking seriously a pupil's request for help.
  - Making time for children to speak to us.
  - Respecting a pupil's individuality, views and circumstances.
  - Recognising the need to counsel both the victim and aggressor.
3. If there is a complaint from a child, or a parent, of bullying by a member of staff, then this needs investigating by the Head Teacher. The member of staff needs to be given an opportunity to be able to respond and communicate their side before any action is taken.
4. When a member of staff feels they are being subjected to bullying from another member of staff, parents or pupils, advice and guidance can be found in the school's Whistleblowing Policy and Staff Grievance Procedure.

## PROCEDURES FOR DEALING WITH REPORTED BULLYING

If an incident of bullying is reported, the following procedures should be implemented:

- The member of staff to whom it was reported or who first discovers the situation, will control the situation, reassure and support the pupils involved. They will need to make detailed and dated records as verbatim as possible, recording times, places, witnesses and so on.
- All bullying incidents should be recorded on **CPOMS**.
- He/she will inform an appropriate member of the SLT as soon as possible. The class teacher and a member of the SLT will decide whether or not the incident should be defined as a bullying incident (see earlier definition). They will take into account the context of the incident and any previous recorded incidents that have taken place.

- The alleged victim will be interviewed on his/her own and an account will be written up by the member of staff.
- The alleged bully, together with all others who were involved, will be interviewed individually and their accounts recorded.
- All staff involved with the pupils involved should be informed. The Head teacher should also be informed of the situation.
- All information will be recorded on CPOMS.
- Children on both sides must feel that their voice has been fairly heard and appropriate action taken (see Appendix A : A Graduated Response to Misbehaviour).

#### **After Care:**

- The victim will be supported and monitored by his/her class teacher, separately from the bully. Strategies and coping methods will be suggested.
- It will be made clear to the bully why his/her behaviour was inappropriate and caused distress. He/she will fill in a Fix-up sheet (see APPENDIX B ), and he/she will be offered guidance on modifying his or her behaviour, together with any appropriate disciplinary sanctions ( See A Graduated Response to Misbehaviour from St Clare’s Behaviour Policy 2024, also appendix).
- The parents/guardians of all parties should be informed and invited into school to discuss the matter. Their support should be sought.
- A way forward, including disciplinary sanctions and counselling, should be planned and preferably agreed.
- It is our responsibility to recognise that both the victim and the bully will be in need of pastoral support.
- A monitoring and review strategy will be put in place, overseen by the Deputy Head, depending on the severity of the incident.

#### **Inclusion**

St. Clare’s Catholic Primary School is a fully inclusive school. We actively seek to remove the barriers to learning and participation that can hinder or exclude individual pupils, or groups of pupils. This means that equality of opportunity must be a reality for our children. We make this a reality through the attention that we pay to the different groups of children within our school:

- girls and boys;
- disadvantaged pupils (Free School Meals and Ever6)

- minority ethnic and faith groups;
- children who need support to learn English as an additional language;
- children with special educational needs;
- children with disabilities or medical needs;
- children who are at risk of disaffection or exclusion;
- travellers;
- asylum seekers.