

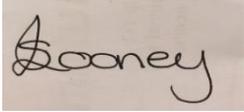


## Rugby Free Primary School Anti-Bullying Policy

### CONTENTS

1. Rationale
2. Aims
3. Definition of Bullying
4. E-Safety and Cyber Bullying
5. Prevention, Identification and Response
6. Links with other School Policies and Practices
7. Responsibilities
8. Procedures
9. The Role of the Governing Body
10. Outcomes
11. Review

### POLICY APPROVAL

Policy Level:	RFPS Local Policy
Date of issue:	November 2021
Author:	Rugby Free Primary School
Date of Next Review:	November 2023
Signature:	 Steph Looney Chair of Governors, Local Governing Body
Date of Signature:	16/11/21



## 1. Rationale

This RFPS Anti-bullying Policy outlines what our school will do to prevent and tackle bullying. We take any incident of bullying very seriously and record all incidents.

Our school community:

- Discusses monitoring and reviews our anti-bullying procedures and practices on a regular basis
- Is aware of the potentially serious actions that can follow bullying. These include psychological damage as well, in extreme cases leading to suicide
- Supports staff to promote positive relationships and identify and tackle bullying appropriately
- Ensures that pupils are aware that all bullying concerns will be dealt with sensitively and effectively and that pupils feel safe to learn.
- Reports back to parents/guardians regarding their concerns on bullying and deals promptly with complaints. Parents/guardians/carers in turn work with the school to uphold the anti-bullying policy. Parent questionnaires include gaining views on bullying.
- Seeks to learn from good anti-bullying practice elsewhere and utilises support from other relevant organisations when appropriate.
- Incorporates anti-bullying messages and learning in to our curriculum, including assemblies and takes part in anti-bullying week
- Incorporates anti-bullying messages in to our E-safety and Computing Curriculum

## 2. Aims

We are committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a positive and secure atmosphere. Bullying of any kind is unacceptable at our school. We recognise that bullying could have a serious psychological effect and all incidents are treated very seriously. If bullying does occur, all pupils should be able to report it and know that incidents will be dealt with promptly and effectively. All members of the school community should understand:

- the definition of bullying and that it will not be tolerated in our school
- the school policy on bullying and know how to follow it when bullying is reported
- that support will be given when bullying is reported
- that through monitoring, reviewing and training, the school aims to develop a positive atmosphere where pupils feel confident to tell if they are being bullied and that bullies can change.

## 3. Definition of Bullying

Bullying is: *“Behaviour by an individual or a group, usually repeated over time, that intentionally hurts another individual either physically or emotionally”*.

Bullying can include: name calling, taunting, mocking, making offensive comments; kicking; hitting; taking belongings; inappropriate text messaging and electronic messaging (including through



websites, Social Networking sites and Instant Messenger); sending offensive or degrading images by phone or via the internet; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours.

Forms of Bullying Covered by this Policy:

Bullying can happen to anyone. This policy covers all types of bullying including:

- Bullying related to race, religion or culture
- Bullying related to special educational needs
- Bullying related to appearance or health conditions
- Bullying related to sexual orientation and gender/transgender concepts
- Bullying of young carers or looked after children or otherwise related to home circumstances
- Sexist or sexual bullying
- Cyber bullying

#### 4. E-Safety and Cyber Bullying

“Cyber Bullying is an aggressive, intentional act carried out by a group or individual, using electronic forms of contact, repeatedly over time against a victim who cannot easily defend him or herself.”

*(Report to the ABA by Goldsmiths College)*

- Bullying via websites
- Text message bullying
- Picture/video-clip bullying via mobile phone cameras
- Phone call bullying
- Email bullying
- Chat room bullying through instant messaging (IM)

Bullying can occur in and out of school and therefore parents and the school need to work together. Bullying out of school amongst pupils who attend RFPS will be treated in a similar way to it taking place in school. Bullying in and out of school is an excludable behaviour.

#### 5. Prevention, Identification and Response

We will:

- Work with staff and outside agencies to identify all forms of prejudice-driven bullying
- Actively provide systematic opportunities to develop pupils' social and emotional skills,
- Consider all opportunities for addressing bullying including through the curriculum, through displays, through peer support and through whole school activities
- Train all staff including lunchtime staff, teaching assistants and non-teaching staff to identify bullying and follow school policy and procedures on bullying
- Actively create “safe spaces” for vulnerable children and young people
- Regularly canvas children and young people's views on the extent and nature of bullying
- Ensure students know how to express worries and anxieties about bullying



- Ensure all students are aware of the range of sanctions which may be applied against those engaging in bullying
- Involve students in anti-bullying campaigns in school
- Publicise the details of helplines and websites
- Offer support to children who have been bullied
- Work with children who have been bullying in order to address the problems they have

## 6. Anti-Bullying Week

At RFPS we feel it is important to take place in the national annual anti-bullying week. This helps the children to understand what constitutes bullying and reminds them of our anti-bullying practice within school. As part of this week, we also celebrate the fact that each of us are unique and this is a positive and so not something which should cause any type of bullying. It is instilled in all our children that RFPS will not tolerate bullying of any nature.

## 6. Links with other School Policies and Practices

This Policy links with a number of other school policies, practices and action plans including:

- Complaints Policy
- Behaviour and Relationships Policy
- PSHE (including RSE) policy

## 7. Responsibilities

All staff have a responsibility for:

- Monitoring pupils in their care by being observant and asking pupils what is happening to them
- Liaising with staff, especially the Headteacher and the Designated Senior Leads for Child Protection
- Knowing the school policy and dealing with incidents in accordance with school procedure
- Taking part in anti-bullying measures and contributing to strategy and solutions
- Reporting all incidents
- Involving pupils in creating positive strategies through PSHE, school leadership teams (particularly Pupil Parliament and our Digital leaders) and class routines

Further Responsibilities:

- The Headteacher and Senior Leaders take a lead role in monitoring and reviewing this policy
- The Headteacher, Senior Leaders, Teaching and Non-Teaching staff all aware of this policy and implement it accordingly
- The Headteacher communicates the policy to the School community
- Pupils should abide by the policy



## 8. Procedures

We have a clear procedure so pupils know who to tell and teachers know how to record incidents so that incidents can be dealt with quickly and patterns of behaviour can be observed.

### **Our school procedure for children is:**

When children feel that behaviour towards them is either unpleasant or unacceptable they should use the 3-step approach. This approach (detailed below) will be taught to the children in assemblies, circle time and appropriate lessons in the curriculum.

- Step 1: Say "Stop!" Hold up one hand with the palm facing the other child/children as this is said.
- Step 2: Say "I don't like it when you do that."
- Step 3: Say firmly, "If you do it again, I will tell an adult."

The child should then tell the class teacher or adult in charge who will then follow the procedures as set out below. Children who are the victims of bullying must be able to tell a member of staff, who will then put the procedures for dealing with it in place.

Children can also report incidences of bullying or other worries by placing a note in the 'Worry Box' which is in each classroom. Children have the opportunity to talk in confidence to any member of staff at any time. A designated point indicated by a sign post will be provided in the playground for children to go if they are feeling sad, lonely or worried.

### **Our school procedure for staff is:**

- Children report behaviour or bullying incidents to a member of staff
- The report is investigated and all information is recorded on CPOMS. If it is the first or second time this has happened it is likely to be recorded as behaviour incident. If it happens more than twice, it would be recorded as a bullying incident.
- Any bullying cases are looked at and investigated further by a member of the Senior Leadership team. The instigator is spoken to, as are their parents and appropriate sanctions for their age and ability are put in place. The Senior Leader will also talk to, reassure and put support in place for the victim. This will include support from the class teacher and possibly the Family and Child Support Worker. Parents of the victim will be informed.
- A plan is put in place to prevent the incident reoccurring and help the bully (bullies) change their behaviour.
- If bullying continues after significant input from staff to try and stop the behaviour and bullying, internal, fixed term or permanent exclusion may be necessary (please see Behaviour and Exclusion policies).

This procedure will be used by all staff including those supervising children at lunchtime, before school during breakfast club and after school during clubs and activities.



Alongside this procedure, at RFPS, we always try to ensure that:

- Staff who deal with pupils who have been bullied always offer reassurance
- Children who have been bullied are given any support needed
- Parents of children who are being or have been bullied and parents of the bully are often involved in designing and providing the solution
- We endeavour to change the attitude and behaviour of the bully (bullies) in line with the positive procedures identified with the strategies
- A suitable sanction is provided to ensure the bully realises this behaviour is wrong
- When necessary and appropriate, the Headteacher implements formal procedures and the police are consulted

### **Additional considerations**

The procedures to deal with bullying will be different depending on the age, cognitive ability, life experiences and special educational needs of the child. There are many children at RFPS who have additional needs which we must, as a school, take in to account when dealing with the child and thinking about consequences. Some children with additional needs may see social situations differently and therefore may act inappropriately. We deal with each case individually and whilst it is not acceptable for any child to hurt, intimidate or bully another child, there may be additional reasons for a child to behave in the way that they do. Parents of a child who is a victim will not be informed what additional needs the 'bully' or 'instigator' may have as that is confidential information. The school will use any bullying type behaviour as a platform to teach specific children what is acceptable or not acceptable and why, at their level. The SENDCo will likely be involved with the incident and specific teaching and support of the child who has bullied (and has additional needs) will be included in their Individual Support Plan. **Consequences will differ from child to child and will be age and ability appropriate.**

### **Our recommended procedures to Parents, Guardians and Carers is:**

- Talk to the child and establish the behaviour is persistent and not a one-off incident
- End any secrecy and get the facts in the open
- Ensure that the child understands not to retaliate
- Make the child feel secure
- Tactfully help your child to try and deal with the problem himself/herself
- Contact the child's Class Teacher and arrange a meeting to discuss the issue
- Ensure that you receive a copy of the school policy to deal with bullying
- Continue to liaise with the Class Teacher until a solution is achieved
- Help your child to develop and use the 3-step approach
- Emphasise the fact that our differences make us individuals
- Help your child to feel less vulnerable and raise their self-esteem especially if they have been tormented about physical characteristics



Parents must also look out for signs that their child may be the victim of bullying at school. If any of these begin, parents are encouraged to discuss the issues with their child's Class Teacher. These may include:

- Your child suddenly becomes reluctant to go to school
- Your child seems uncharacteristically anxious
- Your child has nightmares or starts to wet the bed
- Your child develops vague illnesses to avoid going to school
- Clothes or belongings are damaged or missing
- Asking for extra pocket money, stealing or money regularly "lost"
- A sudden drop in standards of school work
- Fear about walking to and from school
- Unexplained bruises or marks
- Secrecy about the reason for tears and being upset

*Note: Should parents have reason to disagree with a decision taken by the Headteacher with regard to sanctions, particularly in the case of suspension or exclusion, they are entitled to appeal to the Trust Board. All appeals must be addressed to the Chair of Governors who will either deal with the appeal or pass it to the appropriate Governor to do so.*

## **9. The Role of the Governing Body**

The primary role of the Governing body is to ensure that the school 'lives out' its school vision and exercises a school ethos where mutual respect and care is at the heart. It is expected that every member of the governing body acts in accordance with this vision and as a role model to the children of the school and the staff members.

The Governing Body will liaise with the Headteacher and where necessary work with her in dealing with incidents of bullying or harassment. If appropriate, the Headteacher will inform the governing body of any sanctions imposed by the school and will notify them in the event of any form of exclusion or suspension.

The Governing body will also act as the forum for appeal should parents have reason to disagree with action taken by the Headteacher. All appeals will be addressed to the Chair of Governors who will pass on the appeal to the appropriate member of the Governing Body in accordance with statutory procedures.

## **10. Outcomes**



- The bully (bullies) may be asked to genuinely apologise. Other consequences may also take place depending on the seriousness of the incident e.g. they may be asked to miss break times or fun activities as a consequence of their actions
- In serious cases, suspension or exclusion will be considered
- The bully understands that the behaviour is unacceptable and not to be repeated
- If possible, the pupils will be reconciled
- Parents will be informed of the issue and asked to work with the school in moving the situation forward
- After the incident /incidents have been investigated and dealt with, each case will be recorded and monitored to ensure repeated bullying does not take place and if it does, school can act accordingly with the appropriate knowledge.

#### 11. Review

This policy will be reviewed biennially by Governors.

