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## Hartlip Endowed Church of England Primary School (Aided)

### Policy for Anti-Bullying

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All policies are governed by our Christian School Values which were chosen by all members of the school community: Trust, Forgiveness, Friendship, Thankfulness and Peace. These values underpin the daily diet of the whole school community.

Bullying of **any sort** by **anybody** has no place in a caring Christian community and will not be tolerated at Hartlip School. Children should know that it is not only acceptable but important to report bullying. Reporting bullying is not regarded by the school as “telling tales”.

All policies are governed by our Christian School Values which were chosen by all members of the school community: Trust, Forgiveness, Friendship, Thankfulness and Peace. These values underpin the daily diet of the whole school community.

- ✓ All members of the school community are **trusted** by all those within the school community to deliver the very best for the children in all that they do
- ✓ Things will go wrong. There is a quiet acceptance of this deployed throughout the school and the opportunity to move on and learn from this, demonstrated through the value of **forgiveness**.
- ✓ All members are **thankful** for the community to which we belong and demonstrates this accordingly
- ✓ We learn in **peace**. We accept that we all learn in different ways and have different needs that require accommodation
- ✓ We learn in **friendship**; supporting each other to achieve to our very best potential at all times.

In addition, we have one rule to add to our School Christian Values: we keep our hands and feet to ourselves.

#### What is Bullying?

*The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. Bullying can be physical, verbal or psychological. It can happen face-to-face or through cyberspace.*

Anti Bullying Alliance (ABA)

#### The DFE defines bullying as:

*Behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can take many forms (for instance, cyber-bullying via text messages or the internet), and is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender, sexual orientation, or because a child is adopted or has caring responsibilities. It might be motivated by actual differences between children, or perceived differences.*

March 2014: Preventing and Tackling Bullying: Advice for headteachers, staff and governing bodies.

## **Bullying can take many forms but five main types are:**

1. Physical: hitting, kicking, taking belongings
2. Verbal: name-calling, insulting, racist remarks
3. Indirect: spreading unpleasant stories or persistently excluding someone from social groups
4. Non-verbal: insulting body language, looks and gestures
5. Cyber-bullying: using interactive technologies

## **What bullying is not**

It is not bullying where children fall out or have an occasional quarrel or even exchange blows in a one-off situation.

It is not bullying where one child does not wish another to join in his or her game.

It is not bullying when one child does not share with another.

## **Rationale**

We are dealing with children of all ages and they learn by their mistakes. We must be careful not to brand an individual as a bully when all s/he needs is to understand what effects his/her actions are having on others.

At the same time, all of our pupils have the right to come to school and spend their days without anxiety. We, therefore, aim to deal sensitively with all events and help both the victim and bully. (see Behaviour Policy).

The school community is governed by our school Christian values of: Trust, Forgiveness, Friendship, Thankfulness and Peace.

## **Procedure for Dealing with Possible Bullying**

Children are taught to understand what equates to bullying.

We ask parents/carers to also instil in their children an understanding of what bullying is and be supportive of the school in sharing it's definition.

Children are encouraged to tell a member of staff if they feel they are being bullied in any way.

If they feel unable to do this, children can access a 'worry box' to alert staff to their concerns. This is monitored daily.

We welcome contact from parents if they become aware of a situation we do not know about. We will investigate any events that are reported to us and take any action that is necessary.

- The staff member will deal with normal behavioural incidents.

- If it is thought that there is a possible bullying situation that needs investigating, or a parent classifies an incident as bullying, it will be referred to the Headteacher or, in her absence, the Deputy Headteacher.
- A full investigation will then take place and the attached monitoring paperwork will be completed. This is kept on the child's file.
- If it is found that bullying has indeed taken place, parents will be notified.
- Parents of the alleged victim will also be kept fully updated and the findings of the investigation reported back to them.
- Such paperwork is kept and will be regularly monitored by the Governing Body
- At each Governing Body meeting, the Headteacher will report how many alleged bullying incidents have been reported and the outcome of the investigation.
- Subsequent actions will very much depend on the age of the child, the severity of the incident/s and the willingness of the perpetrator to make amends.
- At the very least both parties should be taken through their behaviour and advice given on how such an incident should be avoided or reacted to.

### **Anti-bullying in the Curriculum**

An anti-bullying attitude is fostered through:

- discussion in Circle Time
- School Council meetings
- R.E. lessons
- Personal, Social and Health Education and Citizenship lessons
- Daily Worship
- Annual participation in anti bullying week, a national campaign
- Engagement of children in SALUS anti bullying survey

### **Dissemination of Policy**

All teaching staff, teaching assistants, Midday Meal Supervisors, Governors and Parents will receive a copy of this policy. A copy of this policy will be available in school and published on our website

### **Procedures for Policy Monitoring and Evaluation**

The review of the policy will take place during the annual national anti bullying week so that awareness can be raised to staff, parents, Governors and children.

The policy has been reviewed by the Staff, children, parents and Governors in September 2015

Next review: November 2016



**Anti-Bullying Incident Monitoring Form**

This form is used when a parent/a party alleges that a bullying incident has taken place.

<b>Name of School:</b>	<b>Date:</b>	<b>Date of Incident:</b>	<b>Incident reported by (include position in school):</b>
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**SECTION 1 – DETAILS OF THOSE INVOLVED IN THE “BULLYING”**

Record details of each perpetrator and victim (if more than one). Please attach an additional sheet if necessary.

<p><b>VICTIM:</b> Year Group _____</p> <p>Ethnicity (if known) _____</p> <p>Looked After Child (if known) Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Gender M <input type="checkbox"/> F <input type="checkbox"/></p> <p>Repeat Victim? Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p><b>PERPETRATOR:</b> Year Group _____</p> <p>Ethnicity (if known) _____</p> <p>Looked After Child (if known) Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Gender M <input type="checkbox"/> F <input type="checkbox"/></p> <p>Involved in previous incidents? Yes <input type="checkbox"/> No <input type="checkbox"/></p>
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**SECTION 2 – TYPE OF BULLYING**

Location: \_\_\_\_\_

**What type of bullying occurred?**

<p><input type="checkbox"/> <b>Physical</b> (e.g. hitting kicking, taking belongings, damaging personal property)</p>	<p><input type="checkbox"/> <b>Verbal</b> (e.g. name calling, insulting, making offensive remarks, emails or writing offensive graffiti)</p>
<p><input type="checkbox"/> <b>Indirect</b> (e.g. spreading nasty rumours, exclusion from social groups)</p>	<p><input type="checkbox"/> <b>Cyberbullying</b> (e.g. bullying by electronic contact for example via text message, email)</p>

**Other** (Please detail)

**What was the focus of the bullying?**

<input type="checkbox"/> <b>Racist</b> <sup>1</sup>	<input type="checkbox"/> <b>Bullying due to Disability or SEN</b>
<input type="checkbox"/> <b>Homophobic</b> (based on sexuality or perceived sexuality)	<input type="checkbox"/> <b>Gender</b> (sexual harassment)
<input type="checkbox"/> <b>Bullying based on appearance</b>	<input type="checkbox"/> <b>Bullying due to LAC status</b>
<input type="checkbox"/> <b>Not Known</b>	<input type="checkbox"/> <b>Other (please specify)</b>

<sup>1</sup> Please also record this incident separately as a Racial Incident according to racial incident monitoring statutory requirements

**SECTION 3 – ACTION**

ACTION TO BE TAKEN TO DEAL WITH THE BULLYING AND DETAILS OF SUPPORT OFFERED TO VICTIM AND PERPETRATOR

**What action(s) was / were taken to deal with the incident? (please tick all that apply)**

<b>VICTIM</b>	<b>PERPETRATOR</b>
<input type="checkbox"/> Discussion with the victim's parent(s) / guardian / carer <input type="checkbox"/> Restorative Justice approach <input type="checkbox"/> Mediation <input type="checkbox"/> Mentoring <input type="checkbox"/> Counselling <input type="checkbox"/> Curriculum change or addition <input type="checkbox"/> Other action (please specify) <input type="checkbox"/> No action	<input type="checkbox"/> Discussion with the perpetrator <input type="checkbox"/> Discussion with the perpetrator's parent(s) / guardian / carer <input type="checkbox"/> Warning to the perpetrator <input type="checkbox"/> Restorative Justice approach <input type="checkbox"/> Mediation <input type="checkbox"/> Mentoring <input type="checkbox"/> Counselling <input type="checkbox"/> Curriculum change or addition <input type="checkbox"/> Exclusion <input type="checkbox"/> Referral to other agency <input type="checkbox"/> Other sanction (please specify) <input type="checkbox"/> Other action (please specify) <input type="checkbox"/> No action
<p><b>Other sanctions or actions:</b></p>	

If no action was taken, why was this (e.g. allegations were unsubstantiated)?

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This form should be retained by the school. The LA will periodically collect information about bullying.

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