

# Howe Dell Primary School



## Anti-Bullying Policy

### 1. Introduction

Howe Dell Primary School is committed to ensuring that all children are able to learn in a school environment in which they feel safe and supported without a fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated. If bullying does occur at Howe Dell, all pupils should know who to tell and know that the incident will be dealt with promptly and effectively.

Bullying is defined as deliberately hurtful behaviour, repeated over a period of time, where it is difficult for those being bullied to defend themselves. Bullying can take many forms and is often motivated by prejudice against particular groups, for example, on grounds of race, religion, culture, gender, sexual orientation, social background, Special Educational Needs and Disabilities.

Bullying can be in the following guises:

- Physical (pushing, kicking, punching or any use of violence, graffiti, racial taunts)
- Emotional (being unfriendly, excluding, tormenting)
- Sexual (unwanted physical contact or sexually abusive comments)
- Verbal (name-calling, spreading rumours, teasing, offensive comments)
- Written (offensive or threatening written material)
- Cyber (all areas of internet such as internet chat rooms/forums, social media sites such as Facebook and Twitter, email. Mobile threats by text messaging and calls. Mis-use of technology ie: camera and video facilities)
- Homophobic, Biphobic, Transphobic (focusing on the issue of sexuality)

Bullying is extremely unkind and hurts any individual. No individual deserves to be a victim of bullying. Everybody has the right to be treated with respect (a golden expectation at Howe Dell). Pupils who are bullying need to be educated in learning new ways of behaving and turning anti-social behaviours into pro-social behaviours. At Howe Dell, we all have a responsibility to respond promptly and effectively to issues of bullying.

## **2. Aims**

At Howe Dell, we aim to:

- Provide a safe and secure environment where everybody can learn without feeling anxious
- Produce a consistent whole school response to any bullying incidents that may occur
- To make it clear that all forms of bullying are deemed as unacceptable
- To deal effectively with bullying to ensure it is eliminated
- To encourage children to report incidents of bullying and ensure they are listened to
- To help and support anyone who bullies to change their attitudes as well as their behaviour and understand the reasons as to why it needs to change
- To liaise with parents and other appropriate members of the school community
- To ensure all members of the school community feel responsible for combating bullying and capable of doing so

## **3. The Role of Governors**

3.1 The Governing Board supports the Executive Headteacher in all attempts to eliminate bullying from our school. This policy makes it very clear that the Governing Board does not allow bullying to take place in our school, and that any incidents of bullying that do occur are taken very seriously and dealt with appropriately.

3.2 The Governing Board monitors any incidents of bullying that occur, and reviews the effectiveness of the school policy regularly. The Governors require the Executive Headteacher to keep accurate records of bullying (CPOMS) and to report to the Governors on request about the effectiveness of school anti-bullying strategies

3.3 The Governing Board responds within 10 days to any request from a parent to investigate incidents of bullying. In all cases, the Governing Board notifies the Executive Headteacher and asks him/her to conduct an investigation into the case and to report back to the Governing Board

## **4. The Role of the Executive Headteacher**

4.1 It is the responsibility of the Executive Headteacher to implement the school anti-bullying strategy and to ensure that all staff (both teaching and non-teaching) are aware of the school policy and know how to deal with incidents of bullying. The Executive Headteacher reports to the Governing Board about the effectiveness of the anti-bullying policy on request.

4.2 The Executive Headteacher ensures that all children know that bullying is wrong, and that it is unacceptable behaviour in this school. The Executive Headteacher draws the attention of children to this fact at suitable moments. For example, if an incident occurs the Executive Headteacher may decide to use assembly as a forum in which to discuss with other children why this behaviour is wrong, the impact it has on others and why a pupil is facing consequences for their actions.

4.3 The Executive Headteacher ensures that all staff receives sufficient training to be equipped to deal with all incidents of bullying.

4.4 The Executive Headteacher sets the school climate of mutual support and praise for success so making bullying less likely. When children feel they are important and belong to a friendly inclusive school that recognises and demonstrates respect for a diverse school community, bullying is far less likely to be part of their behaviour. (Refer to Valued Behaviour Policy for further details on rewards and consequences)

## 5. Responding to reports about bullying: School

The school will take the following steps when dealing with concerns about bullying:

- Investigate any reported cases of bullying thoroughly and in a timely manner
- If bullying including cyber-bullying is suspected or reported, it will be dealt with immediately by the member of staff who has been made aware of it
- A clear account of the concern will be recorded and given to the Executive Headteacher
- The Executive Headteacher or member of the Senior Leadership Team will interview everyone involved and keep a detailed record. This will be held in line with the school's data protection policy / practice and recorded within the Anti-Bullying Incident Log/CPOMS
- Class Teachers will be kept informed
- Parents and other relevant adults will be kept informed
- Where bullying occurs outside school, this includes either near the school or on the children's way home or to school, any other relevant schools or agencies will be informed about the concerns and any actions taken
- Consequences will be used as appropriate and in consultation with all parties involved (see valued behaviour policy for further information)

### Pupils and Staff

Pupils and staff who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with a member of staff of their choice
- Providing reassurance that the bullying will be addressed
- Offering continuous support
- Restoring self-esteem and confidence
- The use of strategies such as Protective Behaviours to ensure they feel safe and know who they can talk to
- The use of specialist interventions and/or referrals to other agencies where appropriate

Pupils who have bullied will be helped by:

- Discussing what happened
- Discovering why the pupil became involved
- Establishing the wrong doing and need to change through work such as Educational Consequences and the process of Reflect, Repair, Restore so that all parties may move on positively
- Informing parents to help change the attitude of the pupil
- The use of specialist interventions and/or referrals to other agencies where appropriate

**The following disciplinary steps can be taken:**

- ◆ Official warnings to cease the bullying
- ◆ Educational consequences
- ◆ Loss of playtime and lunchtime play as a part of a protective consequences plan
- ◆ Internal suspension (as part of a protective consequences plan)
- ◆ Fixed term suspension
- ◆ Permanent exclusion

Although suspension and exclusions are sanctions available to the school, it is one, which would be used as a last resort, and in the most severe case. As a Hertfordshire Steps trained school, we believe, where possible, in working with children to learn from their mistakes and to support them to improve their behaviour. This is to develop their internal discipline in regard of their behaviour in order to facilitate long lasting change.

## **The Role of Parents**

- Parents have a responsibility to support the school Anti-Bullying policy and to actively encourage their child to be a positive member of the school
- Most concerns about bullying will be resolved through discussion between home and school. However, where a parent feels their concerns have not been resolved, they are able to use the Complaints Procedure.
- Where a pupil is involved in bullying others outside school, e.g. in the street or through the use of the internet at home, parents will be asked to work with the school in addressing their child's behaviour, e.g. restricting/monitoring their use of the internet or mobile phone.
- Referral of the family to external support agencies will be made where appropriate.

## **7. Preventative Measures**

The school will:

- Raise awareness of the nature of bullying and cyber bullying through inclusion in PSHE lessons and assemblies, including through our No Outsiders and Kapow. This will enable pupils to be clear on what bullying is, what is unacceptable behaviour, to know that it will not be tolerated in school and provide them with strategies should they be faced with such a situation.
- Ensure anti-bullying messages are conveyed through other school curriculum areas, displays, peer support and school council as appropriate, in an attempt to eradicate such behaviour
- Participate in national and local initiatives such as Anti-Bullying Week and e-Safety week
- Seek to develop links with the wider community that will support inclusive anti-bullying education and anti-cyber bullying through the work of CEOP (Child Exploitation & Online Protection Centre)
- Take action to prevent all forms of bullying
- Staff vigilance regarding any such behaviour
- Staff aware of the need to treat any suspected case of bullying seriously

## **8. Monitoring and review**

A termly behaviour monitoring report that includes any incidents of bullying is made to the Governing board by the Assistant Headteacher for Inclusion. These include statistics about:

- The number of reported concerns
- Monitoring information about the pupils involved
- Potential reasons behind the bullying behaviours (Roots and Fruits, Therapeutic Thinking)
- Actions taken and outcomes

Statistical information is included in the Executive Headteacher's termly report to the Governing Board and the statistical information will be provided to the local authority as required. This policy will be evaluated annually and updated where necessary. The views of pupils and staff will be used to make changes and improvements to the policy on an ongoing basis.