

Broomfields Junior School

www.broomfieldsjunior.co.uk

SAFEGUARDING 7: ANTI-BULLYING POLICY

Together we learn, achieve and enjoy

Broomfields Junior School
Bridge Lane
Appleton
Warrington
WA4 3AH

Telephone: 01925 265297
Facsimile: 01925 861734
Email: Broomfields_Junior@warrington.gov.uk
Broomfields Junior School

DOCUMENT STATUS

Version	Date	Action
1	June 2005	New policy
2	September 2009	Review of existing document
3	September 2010	Review of existing document
4	September 2011	Review of existing document
5	September 2012	Review of existing document
6	October 2013	Review of existing document
7	October 2014	Review of existing document
8	October 2015	Review of existing document
9	October 2017	Updated existing policy

POLICY

BULLYING: OUR SCHOOL'S VALUES AND BELIEFS

- *All pupils and staff have the right to feel happy, safe and included.*
- *Pupils and staff have the right to work in an environment without harassment, intimidation or fear.*
- *All bullying, of any sort, is therefore unacceptable.*
- *Pupils who experience bullying will be supported.*
- *We recognise the effects that bullying can have on pupils' feelings of worth and on their school work, and the school community will actively promote an anti-bullying environment.*

OUR INTENTIONS IN PRODUCING THIS POLICY ARE

- *An expression of our belief that all pupils should be included fully in the life of the school.*
- *To provide a learning environment free from any threat or fear, which is conducive to the achievement of individual aspirations.*
- *To reduce and to eradicate wherever possible, instances in which pupils are made to feel frightened, excluded or unhappy.*
- *To reduce and to eradicate wherever possible, instances in which pupils are subject to any form of bullying.*
- *To establish a means of dealing with bullying, and of providing support to pupils who have been bullied.*
- *To ensure that all pupils and staff are aware of the policy and that they fulfil their obligations to it.*
- *To meet any legal obligations which rest with the school.*
- *To monitor bullying incidents annually through 'Anti-bullying week' and work completed by the School Council.*

OUR DEFINITION OF BULLYING

The Anti-bullying Alliance defines bullying as:

'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.'

There is no legal definition of bullying.

Bullying involves dominance of one pupil by another, or a group of others, is pre-meditated and usually forms a pattern of behaviour.

Bullying is therefore:

- *Deliberately hurtful*
- *Repeated, often over a period of time*
- *Difficult for victims to defend themselves against*

It can take many forms but the main types are:

- *Physical – hitting, kicking, taking another's belongings*
- *Verbal – name calling, insulting, making offensive remarks*
- *Indirect – spreading nasty stories about someone, exclusion from social groups, being made the subject of malicious rumours*

And increasingly:

- *Cyber bullying - text messages, instant messenger services, social network sites, email, images/videos posted on the internet or spread via mobile phones.*

"Cyberbullying 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." (DfE).

Unlike other forms of bullying, cyber bullying can follow children and young people into their private spaces and outside school hours. Research by the Anti-Bullying Alliance from Goldsmiths College, University of London, identifies seven categories of cyber bullying:

- 1) *Text message bullying involves sending unwelcome texts that are threatening or cause discomfort.*
- 2) *Picture/video-clip bullying via mobile phone cameras is used to make the person being bullied feel threatened or embarrassed, with images usually sent to other people. 'Happy slapping' involves filming and shaming physical attacks.*
- 3) *Phone call bullying via mobile phone uses silent calls or abusive messages. Sometimes the bullied person's phone is stolen and used to harass others, who then think the phone owner is responsible. As with all mobile phone bullying, the perpetrators often disguise their numbers, sometimes using someone else's phone to avoid being identified.*
- 4) *Email bullying uses email to send bullying or threatening messages, often using a pseudonym for anonymity or using someone else's name to pin the blame on them.*
- 5) *Chat room bullying involves sending menacing or upsetting responses to children or young people when they are in a web-based chat room.*
- 6) *Bullying through instant messaging (IM) is an Internet based form of bullying where children and young people are sent unpleasant messages as they conduct real-time conversations on line.*
- 7) *Bullying via websites includes the use of defamatory blogs (web logs), personal websites and online personal polling sites. There has also been a significant increase in social networking sites for young people, which can provide new opportunities for cyberbullying.*

(Please also make reference to the school's ICT Internet Safety Policy)

Some forms of bullying are attacks not only on the individual, but also on the group to which he or she may belong. Within school we will pay particular attention to:

- *Racial harassment and racist bullying*
- *Sexual bullying*
- *The use of homophobic language*
- *Bullying of pupils who have special educational needs or disabilities.*

The definition of disability under the Equality Act:

'a person has a disability if they have a physical or mental impairment which has a long term and substantial adverse effect on their ability to carry out normal day-to-day activities.'

Under the Equality Act 2010 it is against the law to discriminate against anyone because of:

- *Age*
- *Being or becoming a transsexual person*
- *Being married or in a civil partnership*
- *Being pregnant or having a child*
- *Disability*
- *Race including colour, nationality, ethnic or national origin*
- *Religion, belief or lack of religion/belief*
- *Sex*
- *Sexual orientation*

Hate Crime – A hate crime is any occurrence that is perceived by the victim, or any other person to be one of the following:

- ***Racist***
- ***Homophobic***
- ***Transphobic (discrimination against transsexual or transgender people)***

Or because of a person's:

- ***Religion***
- ***Beliefs***
- ***Gender identity***
- ***Disability***

Bullying is not:

- *When two pupils of equal power or strength have an occasional fight or quarrel*
- *A 'one off' incident*

CREATING AN ANTI-BULLYING CLIMATE IN SCHOOL

Our school's Behaviour Policy explains how we promote positive behaviour in school to create an environment where pupils behave well; we use our school's 'Golden Rules' to promote a positive ethos throughout the school where staff, pupils and parents are all made aware of the value of these statements to promote emotional and social well-being and to include and support each other.

We promote appropriate behaviour through direct teaching during circle time / PSHCE / SEAL sessions, and by creating an emotionally and socially safe environment where these skills are learned and practised. Our aim is to create a climate where bullying is not accepted by anyone within the school community.

Mrs Morris-Brown determines measures to be taken with a view to – 'encouraging good behaviour and respect for others on the part of the pupils and, in particular, preventing all forms of bullying among pupils.' Section 89 of the Education and Inspections Act 2006.

Our curriculum will be used to:

- *Raise awareness about bullying and our anti-bullying policy,*
- *Increase understanding for the feelings of others and help build an anti-bullying ethos, and*
- *To teach pupils how constructively to manage their relationships with others.*
 - *Circle Time, role plays and stories will be used to show what pupils can do to prevent bullying, and to create an anti-bullying climate in school.*
 - ***Bullying will not be tolerated** and we make this clear in the information we give to pupils and parents when they join our school.*
 - *We will use school assemblies, collective worship and class sessions to reinforce our message that bullying will not be tolerated.*
 - *Periodic poster campaigns on the school notice boards / classrooms will be used to remind pupils that bullying is not acceptable, and to tell them what to do if they are bullied.*
 - *Posters will tell pupils about Childline and other sources of confidential help*
 - *We will provide guidance to all our pupils to explain what they should do if they are being bullied, or if they see another pupil being bullied especially through 'Anti-Bullying Week'.*
 - *We will provide written guidance for parents on the signs of bullying and what to do if they suspect their child is being bullied at school.*
 - *We will supervise and try to eliminate any potential areas on the school site where bullying may occur.*
 - *We will provide training for teachers and non-teaching staff (including mid-day supervisors) on spotting the signs of bullying and how to respond.*

THE SCHOOL'S STRATEGIES FOR DEALING WITH BULLYING

Broomfields Junior School will use a combination of strategies that will be drawn upon and adapted to fit the circumstances of particular incidents. The range of strategies are selected from the DfES Guidance Document: Bullying – Don't Suffer in Silence, An anti-bullying pack for schools. *Part 4, Strategies to combat bullying and Safe to Learn: Embedding anti-bullying work in schools (Department for children, schools and families) in line with the 'Bullying – A Charter for Action' guidance from the DCSF.*

Care must be taken to include SEN pupils in curriculum work about bullying in an appropriate way for their individual needs.

RESPONDING TO INCIDENTS WHEN THEY OCCUR

- *Pupils who have been bullied should report this to their own class teacher.*
- *Pupils who see others being bullied should report this to their own class teacher.*
- *Members of staff who receive reports that a pupil has been bullied should deal with it in the first instance and inform the Head teacher **Mrs Morris-Brown** or Deputy Head teacher **Mrs Plant**.*
- *Reports of bullying will be logged by class teachers with a copy e-mailed to the Headteacher. The Headteacher will maintain an electronic file of all logged incidents.*
- *Where bullying is of a racist nature, we will report this to the Local Authority using the Racial Incident Report Form.*
- *Where bullying is of a sexual nature, we will follow the school's child protection procedures*

- *We report Bullying Incidents annually to the Local Authority under the headings: Racial / SEN / Gender Related / Homophobic / Religion-Faith / other*
- *Written guidance on bullying for teaching and non-teaching staff is provided in this policy.*
- *Where a serious assault or wounding has occurred we will inform the police*
- *Any reported bullying or harassment of staff will be dealt with through the Borough Council's Bullying and Harassment Policy.*
- *All reports will be taken seriously.*

GUIDANCE FOR SCHOOL STAFF

- *We will provide support to pupils who are bullied.*
- *They will be reassured that they do not deserve to be bullied and this is not their fault. We will assure them that it was right to report the incident.*
- *We will encourage them to talk about how they feel.*
- *We will try to ascertain the extent of the problem.*
- *We will engage them in making choices about how the matter may be resolved.*
- *We will try to ensure that they feel safe.*
- *We will discuss strategies for being safe and staying safe.*
- *We will ask them to report immediately any further incidents to us.*
- *We will affirm that bullying can be stopped and that our school will persist with intervention until it does*
- *We will interview the pupil (or pupils) involved in bullying separately.*
- *We will listen to their version of events.*
- *We will talk to anyone else who may have witnessed the bullying.*
- *We will reinforce the message that bullying is not acceptable, and that we expect bullying to stop.*
- *We will seek a commitment to this end.*
- *We will affirm that it is right for pupils to let us know when they are being bullied.*
- *We will adopt a joint problem solving approach where this is appropriate, and ask the pupils involved to help us find solutions to the problem. This will encourage pupils involved to take responsibility for the emotional and social needs of others.*
- *We will consider sanctions under our school's Behaviour/Discipline Policy.*
- *We will advise pupils responsible for bullying that we will be checking to ensure that bullying stops.*
- *We will ensure that those involved know that we have done so.*
- *When bullying occurs, we will contact the parents of the pupils involved at an early stage.*
- *We will keep records of incidents that we become aware of and how we responded to them.*
- *We will follow up after incidents to check that the bullying has not started again. We will do this within two weeks, and again within the following half term.*
- *Teachers' professional judgement will need to be used to ensure that incidents are responded to appropriately.*

WHEN TOUGHER MEASURES ARE NEEDED

If necessary, we will invoke the full range of sanctions that are detailed in the school's Discipline Policy. It also includes fixed term and permanent exclusion from school.

OUR RESPONSIBILITIES

Everyone within school is expected to

- *Act in a respectful and supportive way towards one another, and*
- *Adhere to and to promote the objectives of this policy.*

Pupils are expected to

- *Report all incidents of bullying,*
- *And suspected incidents that victims may be afraid to report.*
- *Support each other and to seek help to ensure that everyone feels safe, and nobody feels excluded or afraid in school.*

Parents can help by

- *Supporting our anti-bullying policy and procedures.*
- *Discussing with their child's teacher any concerns that their child may be experiencing bullying or involved in some other way.*
- *Helping to establish an anti-bullying culture outside of school.*

- *Teach their child to respect the feelings, beliefs and culture of others.*

BULLYING OUTSIDE THE SCHOOL PREMISES

Schools are not responsible for bullying that occurs off the premises but we know that bullying can occur outside the school gates and on journeys to and from school. The bullying may be done by pupils from our own school, by pupils from other schools or by people who are not at school at all. Where a pupil or parent tells us of bullying off the school premises we will:

- *Talk to pupils about how to avoid or handle bullying outside of school.*
- *Talk to the Headteacher of another school whose pupils are bullying.*
- *Talk to the police.*

CONCERNS, COMPLAINTS ... AND COMPLIMENTS

We recognise that there may be times when parents feel that we have not dealt well with an incident of bullying – and we would ask that this is brought to the Headteacher’s notice. If the Headteacher cannot resolve these concerns informally, parents can raise their concerns more formally through the school’s Complaints Procedure, by contacting the Chair of Governors.

We would also be pleased to receive Compliments – feedback from parents when things have gone well.

EVALUATING OUR POLICY

We will evaluate our anti-bullying policy using the following measures:

- *The numbers of incidents that are reported to staff / Headteacher over a given period.*
- *Pupils’ perceptions of bullying in school through structured circle time discussions in class time.*
- *We will investigate patterns of absence to ensure that children are not taking unnecessary days off school due to fear of being bullied.*
- *The number of complaints and compliments that we receive from parents.*
- *Work completed by the School Council during Anti-bullying week.*

OWNERSHIP OF THIS POLICY

This policy was originally drawn up by a working group of staff and Governors, parents and pupils.

- *The policy applies to all staff and to all pupils, whether temporarily or permanently on the school roll.*
- *The Headteacher is responsible for introducing and implementing this policy. However all staff, all pupils and their parents have an active part to play in the development and maintenance of the policy, and in its success.*
- *The Headteacher will provide an annual report to Governors on bullying issues within the school.*
- *The policy will be formally reviewed annually.*
- *The policy will be published on the school’s web site.*

RELATED POLICIES

Our Anti-bullying Policy links with a number of other school policies:

- *The School’s ‘Golden Rules’.*
- *Behaviour & Discipline Policy*
- *Home School Agreement*
- *Equal Opportunities Policy*
- *Racial Equality and Cultural Diversity Policy*
- *Positive Handling Policy*
- *Child Protection Policy*
- *Complaints Policy*
- *E-Safety Policy*
- *Mobile Phone Policy*

Bullying

Don't Suffer in Silence

Information for parents and families

Every school is likely to have some problem with bullying at one time or another. Your child's school must by law have an anti-bullying policy, and use it to reduce and prevent bullying, as many schools have already successfully done.

The Anti-bullying Alliance defines bullying as:

'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.'

There is no legal definition of bullying.

Our Definition of Bullying:

Bullying ... involves dominance of one pupil by another, or a group of others, is pre-meditated and usually forms a pattern of behaviour.

Bullying is therefore:

- *Deliberately hurtful*
- *Repeated, often over a period of time*
- *Difficult for victims to defend themselves against*

It can take many forms but the main types are:

- *Physical – hitting, kicking, taking another's belongings*
- *Verbal – name calling, insulting, making offensive remarks*
- *Indirect – spreading nasty stories about someone, exclusion from social groups, being made the subject of malicious rumours*
- *Cyber – text messages, instant messenger services, social network sites, email, images/videos posted on the internet or spread via mobile phones.*

Some forms of bullying are attacks not only on the individual, but also on the group to which he or she may belong. Within school we will pay particular attention to:

- *Racial harassment and racist bullying*
- *Sexual bullying*
- *The use of homophobic language*
- *Bullying of pupils who have special educational needs or disabilities.*

The definition of disability under the Equality Act 2010:

'a person has a disability if they have a physical or mental impairment which has a long term and substantial adverse effect on their ability to carry out normal day-to-day activities.'

Under the Equality Act 2010 it is against the law to discriminate against anyone because of:

- *Age*
- *Being or becoming a transsexual person*
- *Being married or in a civil partnership*
- *Being pregnant or having a child*
- *Disability*
- *Race including colour, nationality, ethnic or national origin*
- *Religion, belief or lack of religion/belief*
- *Sex*
- *Sexual orientation*

Hate Crime – A hate crime is any occurrence that is perceived by the victim, or any other person to be one of the following:

- **Racist**
- **Homophobic**
- **Transphobic (discrimination against transsexual or transgender people)**

Or because of a person's:

- **Religion**
- **Beliefs**
- **Gender identity**
- **Disability**

Parents and families have an important part to play in helping schools deal with bullying.

First: Discourage your child from using bullying behaviour at home or elsewhere. Show how to resolve difficult situations without using violence or aggression.

Second: Ask to see the school's anti-bullying policy. Each school must have an anti-bullying policy which sets out how it deals with incidents of bullying. You have a right to know about this policy which is as much for parents as for staff and pupils.

Third: Watch out for signs that your child is being bullied, or is bullying others. Parents and families are often the first to detect symptoms of bullying, though sometimes school nurses or doctors may first suspect that a child has been bullied. Common symptoms include headaches, stomach aches, anxiety and irritability. It can be helpful to ask questions about progress and friends at school; how break times and lunchtimes are spent; and whether your child is facing problems or difficulties at school. Don't dismiss negative signs. Contact the school immediately if you are worried.

If your child has been bullied;

- *calmly talk* to your child about it
- *make a note* of what your child says - particularly who was said to be involved; how often the bullying has occurred; where it happened and what has happened
- *reassure your child* that telling you about the bullying was the right thing to do
- explain that *any further incidents* should be reported to a teacher immediately
- *make an appointment* to see your child's class teacher
- *explain to the teacher* the problems your child is experiencing

Talking to teachers about bullying

- *try and stay calm* - bear in mind that the teacher may have no idea that your child is being bullied or may have heard conflicting accounts of an incident
- *be as specific as possible* about what your child says has happened - give dates, places and names of other children involved
- *make a note* of what action the school intends to take
- *ask if there is anything you can do* to help your child or the school

- *stay in touch with the school* - let them know if things improve as well as if problems continue

If, following contact with the school, you think your concerns are not being addressed:

- *check the school anti-bullying policy* to see if agreed procedures are being followed
- *discuss your concerns* with a parent governor
- *make an appointment* to meet the head teacher, keeping a record of the meeting
- if this does not help, *write to the Chair of Governors* explaining your concerns and what you would like to see happen
- contact local or national parent support groups for advice
- *contact the Director of Children's Services for your authority*, who will be able to ensure that the Governors respond to your concerns
- *contact the Parentline Plus helpline* for support and information at any of these stages
- in the last resort, *write to the Secretary of State for Education*

If your child is bullying other children:

Many children may be involved in bullying other pupils at some time or other. Often parents are not aware. Children sometimes bully others because:

- *they don't know it is wrong*
- *they are copying older brothers or sisters or other people in the family they admire*
- *they haven't learnt other, better ways of mixing with their school friends*
- *their friends encourage them to bully*
- *they are going through a difficult time and are acting out aggressive feelings*

To stop your child bullying others:

- *talk to your child, explaining that bullying is unacceptable and makes others unhappy*
- *discourage other members of your family from bullying behaviour or from using aggression or force to get what they want*
- *show your child how to join in with other children without bullying*
- *make an appointment to see your child's class teacher or form tutor; explain to the teacher the problems your child is experiencing; discuss with the teacher how you and the school can stop them bullying others*
- *regularly check with your child how things are going at school*
- *give your child lots of praise and encouragement when they are co-operative or kind to other people*

Organisations which can help:

Advisory Centre for Education, IC Aberdeen Studios, 22 Highbury Grove, London N5 2DQ
Tel:0207 704 9822 Tel helpline: 0207 354 8321 (Mon-Fri 2-5 pm).
Advice line for parents on all matters concerning schools

Anti Bullying Campaign, 185 Tower Bridge Road, London SE1 2UF.
Tel:0207 378 1446 (9.30 am - 5.00 pm).
Advice line for parents and children.

Children's Legal Centre, Tel: 01206 873 820
(Mon-Fri 10 am -12.30 pm and 2 pm - 4.30 pm). Publications and free advice line on legal issues.

Kidscape, 2 Grosvenor Gardens, London SW1W 0DH.
Tel:0207 730 3300 Fax: 0207 730 7081
Has a wide range of publications for young people, parents and teachers. Bullying counsellor available Monday to Friday, 10-4.

Parentline Plus, 520 Highgate Studios, 53-79 Highgate Road, Kentish Town, London NW5 1TL. Tel: 0808 800 2222.
National helpline for parents (Mon-Fri 9-9; Sat 9.30-5; Sun 10-3).

Resources for parents and families about bullying:

ALEXANDER, J. **Your child bullying: Practical and easy to follow advice.**
Element Books, 1998.

ELLIOTT, M. **101 Ways to deal with bullying - A guide for parents.**
Hodder and Stoughton, 1997.

KIDSCAPE. **Keeping safe: A practical guide to talking with children.**
Kidscape, 2 Grosvenor Gardens, London SW1W ODH, 1990.

LAWSON, S. **Helping children cope with bullying.**
Sheldon Press, 1994.

LINDENFIELD, G. **Confident children: A parents' guide to helping children feel good.**
Thorsens, 1994.

MELLOR A. **Bullying and how to fight it: A guide for families.**
Scottish Council for Research in Education, 1 5 St John Street, Edinburgh EH5 5JR, 1993.

PEARCE J. **Fighting, teasing and bullying: Simple and effective ways to help your child.**
Wellingborough: Thorsons, 1989.

TRAIN, A. **The bullying problem: How to deal with difficult children.**
Condor Book, Souvenir Press, 1995.

This information sheet was prepared by the Department for Education and Employment and has been adapted with their permission. Their full antibullying pack can be found at www.dfes.gov.uk/bullying/index.shtml

Bullying

Don't Suffer in Silence
Information for Pupils

If you are being bullied

- *try to stay calm* and look as confident as you can
- *be firm and clear* - look them in the eye and tell them to stop
- *get away* from the situation as quickly as possible
- *tell an adult* what has happened straight away

After you have been bullied

- *tell a teacher or another adult* in your school
- *tell your family*
- *if you are scared* to tell an adult by yourself, ask a friend to come with you
- *keep speaking up* until someone listens and does something to stop the bullying
- *don't blame yourself* for what has happened

When you are talking to an adult about bullying, be clear about

- *what* has happened to you
- *how often* it has happened
- *who* was involved
- who *saw* what was happening
- *where* it happened
- *what* you have done about it already

If you find it difficult to talk to anyone at school or at home, ring

ChildLine, Freephone 0800 1111,

or write, Freepost 1111, London N1 0BR.

The phone call or letter is *free*. It is a *confidential* helpline.

This information sheet was prepared by the Department for Education and Employment and has been adapted with their permission. Their full antibullying pack can be found at www.dfes.gov.uk/bullying/index.shtml