

# Heritage Park Primary School

## Anti-Bullying Policy



**Approved by:** Miss K Bell (Headteacher)

**Last reviewed on:** February 2021

**Next review due by:** February 2023

## **Heritage Park Primary School**

### **Anti-Bullying Policy**

#### **Introduction**

At Heritage Park Primary School we believe every child has the right to feel safe in school and enjoy their education without the threat of bullying behaviour. Our approach is to build the children's self-esteem and confidence across the school and empower each child to keep themselves safe. It is our intention that children understand what constitutes acceptable and unacceptable behaviour from others; we guide children to seek support when they feel it is necessary from adults within school. We intend that the policy is clearly understood and shared by all, children, staff and parents.

#### **Definition**

Heritage Park Primary School's definition of bullying is:

Bullying is ongoing, deliberate behaviour that upsets the victim. It is behaviour that is targeted and selective and can be direct (physical or verbal) or indirect (e.g. being ignored or cyber-bullying). It may be one person or a group.

#### **Procedure**

The following is a list of actions available to staff depending on the perceived seriousness of the situation. The emphasis is always on a caring, listening approach as bullies are often victims too – that is why they bully.

#### **If bullying is suspected we will:**

- Talk to the suspected victim, gathering the information sensitively and in a nonintrusive manner.
- Identify the bully and talk about what has happened, to discover why they became involved. Make it clear that bullying is not tolerated.
- If the bully owns up then sanction procedures outlined in the Behaviour Policy will be followed.
- Incidents of bullying will be recorded on the schools CPOMS system online; all members of staff who need to be aware of the incident will be alerted.
- On occasions it may be necessary to involve all parties together to discuss the issues should they all agree.
- Allow children time to sort things out.
- Support & empower children to resolve the conflict & understand their role in the issues.
- Establish an agreement between the children where needed
- Inform parents
- Follow up with further discussions with individuals as and when appropriate
- When necessary support children individually or together
- If the incidents persist and are causing a health and safety issue then the Headteacher could instigate exclusion procedures (see Behaviour Policy)

## **Prevention & strategies to reinforce the Anti-bullying Policy**

- Children are made aware of the strategies to deal with low level issues and what to do in different situations including situations that arise online or with digital communication technologies
- Children participate in discussions, debates and activities in class as part of our SMSC
- Making use of curriculum opportunities to raise pupil awareness eg through RE, topic work, drama, story writing, literature and assemblies
- A whole school reward system
  - Staff attend training linked to Safeguarding and the Prevent Duty to ensure they have the skills and knowledge required to support
- Good quality role models; such as School Council Members and House Captains
- Adult modelling of appropriate response to a wide range of scenarios
- Children & parents have a good knowledge of the policy
- Children having a clear understanding of their rights & responsibilities
- 'How to keep safe' frequently discussed and taught such as E-safety, Road Safety, Stranger Safety and Personal Safety

## **The role of governors**

- The Governing Body supports the Headteacher in all attempts to eliminate bullying from our school. The Governing Body will not condone any bullying at all in our school, and any incidents of bullying that do occur will be taken very seriously, and dealt with appropriately.
- The Governing Body monitors incidents of bullying that do occur. The governors require the Headteacher to keep accurate records of all incidents of bullying, and to report to the governors about the effectiveness of school's anti-bullying policy. If a parent is dissatisfied with the way the school has dealt with a bullying incident, they should follow the school complaints procedure by initially contacting the class teacher. If the concern remains, they should contact the Headteacher. If they are still concerned, they should contact the Governing Body via the school office.

## **The role of the Headteacher**

It is the responsibility of the Headteacher to implement the school Anti-bullying Policy, and to ensure that all staff (both teaching and non-teaching) are aware of the school policy, and know how to identify and deal with incidents of bullying.

- The Headteacher reports to the Governing Board about the effectiveness of the anti-bullying policy and any recorded incidents on request.
- The Headteacher ensures that all children know that bullying is unacceptable behaviour.
- The Headteacher ensures that all staff, including midday supervisors, receives sufficient training to be equipped to identify and deal with all incidents of bullying.
- The Headteacher leads the school in making our vision a reality, where all members of the learning community nurture, value, respect and care for each other.

## **The role of all staff**

- All forms of bullying are taken seriously, and proactive measures are taken to prevent it from taking place.
- All adults to deal with situations quickly

- All adults to follow up what they have said e.g. keeping an eye, follow up discussion etc.
- Teachers and Teaching Assistants are responsible for recording of all incidents of bullying that happen in their class, and that they are aware of in the school. All incidents will be recorded on CPOMS. If a child is being bullied or is bullying others, the class teacher will inform the child's parents and the Headteacher.
- Staff will record all incidents of bullying that occur both in and out of class on our school CPOMS system. This alerts members of the SLT and provides a useful log to support intervention. The school also record incidents that occur near the school, or on the children's way between school and home, that we are aware of. All adults who witness an act of bullying should record it via CPOMS.
- When any bullying taking place between members of a class, the teacher will deal with the issue immediately, in accordance with the procedure, including counselling and support for both the victim and perpetrator of the bullying where appropriate.
- Members of staff attend training, which equips them to identify bullying and to follow school policy and procedures with regard to behaviour management.
- A range of methods are used to help prevent bullying and to establish a climate of trust and respect for all.

### **The role of parents**

Parents have an important part to play in our anti-bullying policy.

We ask parents to:

Look out for unusual behaviour in your children – for example, they may suddenly not wish to attend school, feel ill regularly, or not complete work to their usual standard. Always take an active role in your child's education. Enquire how their day has gone, who they have spent their time with, etc. If you feel your child may be a victim of bullying behaviour, inform school immediately. Your complaint will be taken seriously and appropriate action will follow. If a child has bullied your child, please do not approach that child on the playground or their parents or involve an older child to deal with the bully. Please inform school immediately and we will deal with it following the school procedures. It is important that you advise your child not to fight back. It can make matters worse! Tell your child that it is not their fault that they are being bullied. Reinforce the school's policy concerning bullying and make sure your child is not afraid to ask for help.

If you know your child is involved in bullying, please discuss the issues with them and inform school. The matter will be dealt with appropriately. Remember incidents are confidential; do not discuss them with other parents on the playground. Speak to school staff if you have concerns. Parents have a responsibility to support the school's anti-bullying policy, actively encouraging their child to be a positive member of the school. If parent who is dissatisfied with the way the school has dealt with a bullying incident, they should follow the school complaints procedure by initially contacting the class teacher. If the concern remains, they should contact the Headteacher. If they are still concerned, they should contact the Governing Body via the school office

## **The role of children**

Each term or when incidents occur, class teachers will discuss bullying and reinforce the following strategies:

- Remember that your silence is the bully's greatest weapon.
- Tell yourself that you do not deserve to be bullied and that it is wrong.
- Be proud of who you are. It is good to be individual.
- Try not to show that you are upset or scared. It is hard, but a bully thrives on someone's fear.
- Stay with a group of friends/people. There is safety in numbers.
- Be strong inside – say "No!" Walk confidently away. Go straight to a teacher or member of staff.
- If you are getting emails, texts or messages that make you feel uncomfortable please save them and show them to an adult. Do not respond to them.
- Fighting back may make things worse – don't do it.
- Generally it is best to tell an adult you trust straight away. You will get immediate support.
- Teachers will take you seriously and will deal with the bullies in a way which will end the bullying and will not make things worse for you.
- What do you do if You Know Someone Is Being Bullied?
- Take action! Watching and doing nothing looks as if you are on the side of the bully. It makes the victim feel more unhappy and on their own.
- Tell an adult immediately. Teachers will deal with the bully without getting you into trouble.
- Do not take direct action yourself.

## **Monitoring and review**

This policy is monitored on a day-to-day basis by the Headteacher, who reports to governors on request about the effectiveness of the policy. The governors will consider how and where incidents of bullying are recorded, and evaluate the school's approach. Governors will look out in particular for racist bullying, or bullying directed at children with disabilities or special educational needs.