

KINGSKERSWELL CHURCH OF ENGLAND PRIMARY SCHOOL



Anti-Bullying Policy

Reviewed October 2012
Reviewed October 2015
(Teaching and Learning
Committee)

1. Definition

This policy refers to all forms of bullying- this includes bullying relating to race, religion and culture, homophobic bullying, bullying related to special educational needs and disabilities, sexist and sexual bullying and the use of cyber technology to bully.

"Bullying is behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally"(Preventing and Tackling Bullying, Advice for School Leaders, Staff and Governing Bodies- DfE 2011)

Bullying will not be accepted or condoned. All forms of bullying will be addressed.

Bullying can include:

- ◆ Physical pushing, kicking, hitting, punching, etc.
- ◆ Name-calling, sarcasm, spreading rumours, persistent teasing and emotional torment through ridicule, humiliation, and the continual ignoring of individuals
- ◆ Racial taunts, graffiti or gestures
- ◆ Sexual comments and/or suggestions
- ◆ Unwanted physical contact

We are aware that children from ethnic minorities, disabled children and those with learning difficulties are more vulnerable to bullying, along with other forms of abuse, and may well be targeted.

2. Aims

The aims of our anti-bullying policy are as follows:

- ◆ To create an ethos in which attending our school is a positive experience for all members of our school community
- ◆ To make it clear that all forms of bullying are unacceptable at our school
- ◆ To enable everyone to feel safe while at Kingskerswell Church of England Primary School
- ◆ To encourage pupils to report incidents of bullying, including cyber bullying
- ◆ To deal with each incident of bullying as quickly and effectively as possible, taking into consideration the needs of all parties and of our community, and, as a result, to reduce the incidents of bullying
- ◆ To support and protect victims of bullying and ensure they are listened to
- ◆ To help and support children displaying behaviour of a bullying nature to change their attitude and understand why it must change
- ◆ To liaise with parents and carers and other appropriate members of our community
- ◆ To ensure all members of our community feel responsible for helping to reduce bullying

3. Statement of Intent

We at Kingskerswell CE Primary School believe that:

- ◆ Bullying, including cyber bullying, is unacceptable
- ◆ Bullying is a problem to which solutions can be found
- ◆ Seeking help and openness are regarded as signs of strength, not weakness. We are a 'telling' school
- ◆ All members of our school community are listened to and taken seriously
- ◆ Everyone has a right to enjoy and achieve in an atmosphere that is free from fear
- ◆ Pupils will talk to an adult if they are worried about bullying, including cyber bullying, and have a right to expect that their concerns will be listened to and treated seriously
- ◆ Our pupils are involved in decision making about matters which concern them
- ◆ We tackle bullying best by encouraging an environment where individuality is celebrated and individuals can develop without fear

- ◆ We maintain and develop effective listening for children and staff within our school, through Rights Respecting Schools work, 1:1 Listening, circle time, assemblies and constantly promoting the message that all of our children are important and have the right to be safe, happy, respected, listened to and supported
- ◆ We ensure that all staff address any incidents of bullying, including cyber bullying, effectively and promptly
- ◆ We ensure that all adults who have contact with our children (lunchtime supervisors, part time staff, volunteers, vicar, etc) know how to respond if they witness or are told about an incident of bullying
- ◆ We communicate with parents and carers and the wider school community effectively on the subject of bullying, its definitions and how to report it
- ◆ We acknowledge the key role of every staff member in dealing with incidents of bullying
- ◆ We ensure that all incidents of bullying are recorded and appropriate use of is made of the information, where appropriate sharing it with relevant organizations, providing support for both the victim and the bully in order to affect future choices and behaviour
- ◆ We promote emotional health and wellbeing across the school through our Thrive work and all members of our community role model this in all situations

4. Reporting Incidents of Bullying: Advice for parents and carers

There are several ways of reporting suspected bullying incidents:

- ◆ Please come and make a report in person
- ◆ Please 'phone school and ask to speak to your child's class teacher or team leader
- ◆ Please email the school
- ◆ Please write a letter

Our contact details are:

Kingskerswell C of E Primary School
 Coffinswell Lane
 Kingskerswell
 Newton Abbot

TQ12 5HN

Telephone 01803 873398

admin@kingskerswell.devon.sch.uk

5. Investigating Incidents of Bullying

When parents have raised a concern about a potential bullying issue, it is important that they be assured action will be taken. Our response will be as follows:

- ◆ The team leader will contact the parent or carer making the report within one school day. If he is not available the administrator will ensure that the message is passed to him
- ◆ The team leader will talk to all parties to establish what has happened
- ◆ The team leader will talk to the parent or carer of the victim and the parent or carer of the bully (usually separately) within 5 school days
- ◆ Please be aware that we cannot and will not discuss any other child than the parent or carer's own

6. Our Approaches to Dealing with Bullying

6a. Everyone

We believe that everyone involved in the life of Kingskerswell CE Primary must take responsibility for promoting a common anti-bullying approach.

We agree to:

- ◆ Tell
- ◆ Be supportive of each other
- ◆ Provide positive role models
- ◆ Convey a clear understanding that we disapprove of unacceptable behaviour
- ◆ Be clear that we all follow and are guided by the Christian Values of KKPS
- ◆ Be fully involved in the development of the anti-bullying policy and support anti-bullying practice
- ◆ Support each other in the implementation of this policy

6b. Staff, including Supply Staff and Support Staff

There is a clear outline for how we respond to incidents of bullying, including the recording procedure and possible sanctions.

- ◆ All staff are expected to report incidents of bullying to the team leader
- ◆ Team leaders are expected to report incidents of bullying to the head teacher
- ◆ All staff have a vital role to play as they are at the forefront of behaviour management and supporting children's sense of wellbeing. They have the closest knowledge of the children in their care and should build up a relationship involving mutual support, trust and respect

Staff have agreed to:

- ◆ Provide children with a framework of behaviour including rules which support the whole school policy
- ◆ Emphasise and behave in a respectful manner to children and colleagues, setting a positive tone and helping to create a positive atmosphere
- ◆ Raise awareness of bullying, including cyber bullying, through the curriculum including activities, stories, role play, discussion, peer support, school council, etc.
- ◆ Keep the governing body well informed of issues around behaviour management- via the head teacher and staff governors

6c. Governors

Governors have a duty to:

- ◆ Be fully informed on matters concerning anti-bullying
- ◆ Regularly monitor incident reports and actions taken
- ◆ Be aware of the effectiveness of this policy
- ◆ Identify one governor to be the nominated 'link' governor within the leadership structure

Our governor is Mr Matthew Lambert.

Through the development and implementation of this policy, we at KKPS hope that all children, parents, carers and staff will:

- ◆ Feel confident that everything is being done to make our school a safe and secure environment in which quality learning can take place for everyone

- ◆ Feel supported in reporting incidents of bullying, including cyber bullying
- ◆ Remember that we are a 'telling' school and be reassured that if any member of our school 'tells', they will be listened to with sensitivity and respect, and that action will be taken

7. Monitoring, Evaluation and Review

The school will review this policy every two years and assess its implementation and effectiveness. The policy will be promoted and implemented across the school.

This policy is part of our commitment to safeguarding children. It should be read in conjunction with other safeguarding policies and procedures which promote safeguarding, such as our Behaviour Policy.

All policies are available on the school website and hard copies are available on request.

Kingskerswell Church of England Primary School

APPENDIX A

FOR ALL STAFF

Advice on when reacting to a specific incident.

Before recording an incident it may be useful for staff to consider the following:

- ◆ Has the incident with the same person/ group of people occurred several times within a reasonably short space of time?
- ◆ Is it a disagreement or the result of play which has got out of hand?
- ◆ Is it a 'falling out with friends' matter?
- ◆ Are you sure that the victim is not at least partially responsible for what has happened?
- ◆ Can you recognise a pattern to the incidents?
- ◆ Has there been any change to the child's behaviour?

Although incidents may not constitute bullying, they should always be followed up thoroughly in school and dealt with sensitively and promptly.

All incidents of bullying (as defined in our policy) will be recorded by the school.

Team leaders will take responsibility for ensuring that the incident is properly recorded and that the record is updated as necessary throughout an investigation. The head teacher will ensure that she is informed about incidents.

Parents and carers of all of the children involved will be informed of what has happened and how it has been dealt with. This will not mean that discussions about other people's children will take place.

All discussions and actions relating to the incident or investigation will be recorded and documented.

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APPENDIX B
ADDITIONAL INFORMATION FOR PARENTS

Whenever a bullying incident is discovered, we will go through a number of steps. The exact nature of each step will be adapted to suit the nature and severity of the incident, and the response of those involved. We do not apply a 'one size fits all' approach.

Before progressing it may be useful for parents and carers to consider the following:

- ◆ Has the incident with the same person/ group of people occurred several times within a reasonably short space of time?
- ◆ Is it a disagreement or the result of play which has got out of hand?
- ◆ Is it a 'falling out with friends' matter?
- ◆ Are you sure that your child does not have at least partial responsibility for what has happened?
- ◆ Can you recognise a pattern to the incidents?
- ◆ Has there been any change in your child's behaviour?

Although incidents may not be bullying they will always be followed up in school and dealt with appropriately.

When a bullying incident has come to the attention of KKPS it will always be taken seriously, investigated and actioned. However, we can only report back to a parent or carer about their own child.

KKPS will:

- ◆ Talk the incident through with all parties involved
- ◆ Support the person who has been bullied to express their feelings

- ◆ Support the person displaying the bullying behaviour to express their feelings
- ◆ Discuss which rules have been broken
- ◆ Discuss strategies for making amends

Actions will be taken in line with our behaviour policy, and may include:

- ◆ Explanation why the inappropriate behaviour is unacceptable
- ◆ Reparation of damaged relationships
- ◆ Time away from an activity
- ◆ Break times spent away from the playground
- ◆ Meeting with staff, parent or carer and child
- ◆ Missing another activity
- ◆ Agreed behaviour chart
- ◆ Personal support plan
- ◆ Fixed term exclusion
- ◆ Permanent exclusion

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APPENDIX C

Is there a shared understanding of what constitutes bullying across the school? (Children, staff, governors, parents and carers)	
Are the views of children about the nature and extent of bullying canvassed regularly?	
Is it clear how children can contribute ideas about how to tackle bullying?	
Is there a safe and secure means of complaining about bullying?	
Do children feel able to tell a member of staff if they are being bullied, or if they have seen someone else being bullied, or that someone is bullying?	
Do children feel that there will be a consistent response whichever member of staff they tell?	
Is bullying dealt with promptly?	
Is bullying dealt with consistently and fairly?	
Are children aware of the sanctions that may be applied to cases of bullying?	
Are children who display bullying behaviour supported to change their behaviour?	
Do children who are the targets of bullying feel supported?	
Is the policy and practice consistent with the Equality Act 2010?	
Has the policy been subject to analysis?	
Is support at times of transition and for particularly vulnerable groups clearly identified?	
Do all people in the school respond in the way agreed in this policy?	
Do all people in the school feel they have had sufficient training about bullying and how to respond to it?	
Are there peer support systems in place?	
Do visual displays in the school demonstrate a zero-tolerance of bullying and show what help is available from both in- and outside the school?(websites, helplines, etc)	
Are records kept of incidents of bullying?	
Is the data from this analysed for patterns?	
Does this analysis inform changes to practice?	
Do parents and carers know who to contact if they are worried about bullying?	
Do parents and carers know about the complaints procedure and how to use it?	

Kingskerswell Church of England Primary School
Reporting Bullying Proforma

Date:	Time:
Name of child being bullied:	
What happened:	
Name of adult:	Signature:
Child's comments:	
Name of child:	Signature:
Child's comments:	
Name of child:	Signature:
Parent's/ carer's comments:	

Name of parent/ carer:

Signature:

Action agreed:

Review date: