



*"Together We Achieve"*

Annfield Plain Junior School

# ANTI-BULLYING POLICY

Reviewed November 2021  
To be reviewed every two years.

## **POLICY FOR ANTI-BULLYING**

### **Introduction:**

- THIS DOCUMENT is a statement of the aims, principles and strategies for dealing with 'Bullying' in Annfield Plain J.M. School.
- IT WAS DEVELOPED from earlier statements produced through staff consultation in September 1993 into this common policy format
- IT WAS ORIGINALLY APPROVED BY THE GOVERNING BODY in September 1993 and reviewed every 2 years.

### **What is bullying?**

In Annfield Plain Junior School we consider bullying to be:

- deliberately hurtful ( including aggression)
- repeated over a period of time
- difficult for victims to defend themselves against.

Bullying may take many forms, but three main types are:

- Physical – hitting, kicking, taking 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
- Mobile Phone/E-Mail Bullying (Cyber)
- Homophobic Bullying
- Racist Bullying (bullying someone because of their skin colour or culture)

### **Aims**

OUR AIMS IN PREVENTING BULLYING are:

- to promote an environment where the concerns of the individual are taken seriously and dealt with appropriately. Adopt school values that reject bullying behaviour and promote co-operative behaviour.
- to recognise that action against bullying is the responsibility of everyone within the school and that adults should provide good models of behaviour.
- to recognise the importance of personal, social and moral education as a means by which we provide children with an active and interesting curriculum which teaches them co-operative social skills and values necessary to help them deal with issues associated with bullying.
- in the long term to develop independent, confident and happy children who value one another and respect each other's individuality.

### **Principles in preventing and dealing with Bullying**

- Once a victim has been identified, we will show the bully and the victim that we care about all of our children, that bullying will not be tolerated and that our response to bullying is a corrective one.
- The victim's safety is paramount.
- Parents will be asked to co-operate with the school and to support our anti-bullying policy. With this partnership, and a commitment and willingness to learn from all bullying incidents, we shall move closer to providing all of our children with a caring and nurturing environment

- Guidelines are available which inform children, parents and staff of how the school will deal with bullying (appendix 1 and 2 )
- In dealing with serious bullying - incidents which may result in damage to person or property - the Head Teacher and/or the Deputy Head Teacher will commit themselves to interviewing those involved and establishing punishments and counselling. All members of staff will be informed of the incidents and reminded of the need to be vigilant about the school. In all of these cases a written record will be kept.
- In less serious cases of bullying - one-off incidents of bullying/, which do not result in actual physical harm eg. name calling or teasing - the classroom teacher may feel it is important, or appropriate, to deal with the incident. The Head Teacher / Deputy Head will be informed. School will keep a log of bullying incidents and governors are able to track incidents – this is to ensure repeated incidents are dealt with appropriately.
- A playground pal scheme is operated, with pupils trained and supervised fortnightly, in school.
- Each classroom has a worry box, where they can complete a short explanation of any worries which the teacher will follow up.
- Every child has signed a responsible internet use contract in school to prevent cyber bullying and all pupils receive annual staying safe online training. Annual training for cyber bullying and internet safety is also offered to parents through an information sharing coffee afternoon.

### Strategies for responding to Bullying

- The issue of bullying is a regular part of the curriculum as it can also adversely affect the child's education. Opportunities in lessons which allow and encourage children to express their feelings, share fears and resolve conflicts are to be promoted. We try to teach children the difference between bullying and falling out. For incidents of falling out staff are able to use a restorative approach ensuring all involved can resolve issues. Many children have worries, which are not bullying.
- Each classroom has a worry box which class teachers check regularly and then are able to support pupils appropriately with their worries.
- Within programmes of study for P.S.H.C.E there is a range of support to help children to deal with both bullying and falling out, as both can be overwhelming to the pupil. This helps children to develop their own strategies for helping them to deal with incidents they perceive as bullying. In addition a small number of pupils will receive Listening Matters, Socially Speaking, Early Intervention Behaviour Service, now known as the emotional wellbeing team (EWEL team) support to help build their self-esteem or modify their behaviours.
- **We are a listening school and pupils are encouraged to tell if they feel they are being bullied or a friend is. Staff are encouraged to listen before deciding if it is bullying. Where possible a restorative approach is used and staff are encouraged to ask, "How are you feeling?", rather than "What have you done?". As a rights respecting school during discussion with the pupils, it is important that pupils understand their rights but also their responsibilities, in order to promote good habits for ongoing relationships.**
- The management of children's behaviour during breaks and lunchtimes is an important part of the school's discipline system. Children are encouraged to play safely, taught how to play games, may use the library or quiet area. Pupils who find the yard difficult to negotiate are able to speak to their class teacher for support or may request a playtime pass to have quiet time off the yard.
- The school's reward & sanctions green card system operates throughout the day. Time out is also given to those pupils whose behaviour or play is not appropriate and need a reminder. If a child persistently disrupts play, then they will be removed from the yard for a period of time to allow others to enjoy their playtimes, as well as receive sanctions on the card system.
- Playground pals are encouraged to play with pupils who are feeling lonely or find it difficult to play with others.
- The Annfield Plain Big Promise (School Charter) clearly states that bullying is not accepted and that everyone knows and should follow the strategies above and tell someone if they are being bullied. Pupils are encouraged to understand they have the right to feel safe and not be bullied but they also have the responsibility to tell if they or someone else is being bullied.

## **Signs of bullying:**

The behaviour of children, young people and adults is not always easily understood. Changes in behaviour may have many causes. Being bullied can be one reason why a child or young person's behaviour changes.

There is a need to be alert to the possibility that bullying is occurring. These are some signs which need to be investigated sensitively: -

The child or young person may:

- Become withdrawn, clingy, moody, aggressive, uncooperative or non-communicative.
- Behave in immature ways, e.g. revert to thumb sucking or tantrums.
- Have sleep or appetite problems.
- Have more difficulty in concentrating.
- Show variation in performance.
- Have cuts, bruises or aches and pains without adequate explanation.
- Request extra money or start stealing.
- Have clothes or possessions which are damaged or lost.
- Complain of illness more frequently.
- Show a marked change in a well-established pattern of behaviour e.g.
  - A sudden loss of interest in a previously favoured activity
  - Changing times of coming to and going from the house
  - A reluctance to (or no longer wishing to) leave the home
  - A request to change school, youth club, etc.
  - A refusal to return to a place or activity

SOME VICTIMS OF BULLYING DO NOT APPEAR TO REVEAL ANY OUTWARD SIGNS

THESE SIGNS CAN ALSO BE AN INDICATION OF OTHER PROBLEMS AND MAY NOT ALWAYS BE LINKED TO BULLYING

## **Dealing with a child who has been bullied**

We treat a child who is being bullied and incidents seriously whether reported by staff / parents/ peers. We acknowledge that anyone can be a target for bullying and it is not his or her fault,

- \* Respond immediately to the bullying incident
- \* Assess the situation and gather information from both sides to establish the facts.
- \* Reassure the victim they have done the right thing by telling someone.
- \* Empower the child by praising their courage for telling
- \* Decide with the victim the most appropriate course of action to stop the bullying which could be: a teacher led meeting with the bully or the teacher having a word with the bully.
- \* In more serious incidents the Head Teacher will be informed.
- \* Head Teacher will inform parents of both the victim and the bully of procedures in place and actions taken.
- \* Identify areas of the environment where bullying occurs: corridors, classrooms where the teacher is absent, playground.
- \* Record the serious incident. ( **Appendix 3 – recording sheet** )

## **Dealing with a Pupil who is a bully.**

All staff to follow agreed lines of action:

- \* Immediately respond to bullying incidents.
- \* Diffuse the situation and remain calm and non-judgemental
- \* Separate the bullying actions from the person who is bullying.
- \* Reassure the victim(s).
- \* Explain clearly to the child what is going to happen to ensure they understand rules, responsibilities and consequences that the school follows.

- \* Make it plain to the bully that you disapprove of the bullying behaviour. Do not bully the bully. this merely serves to endorse their aggressive behaviour.
- \* Decide the most effective and appropriate punishment eg. discussion to ascertain the reason for the bullying and possible support to change the bullying behaviour, loss of privilege, very close supervision at playtimes / dinnertimes, detention which is supervised. Explain to the child why that punishment was chosen.
- \* Inform the Head Teacher / Deputy Head teacher.
- \* The Head Teacher will inform parents of events and consequences that may follow and involve them in any further action. This could involve being on bully watch which is a system which alerts teachers to bullying behaviours.

#### **OTHER AGENCIES MAY BE INVOLVED SUCH AS:**

School Counsellors  
 Early Intervention Emotional Wellbeing Service (EWEL)  
 Education Welfare Service/Attendance Officers  
 Social Services Department  
 Educational Psychology Service  
 Police

**ALL CHILDREN HAVE THE RIGHT** to enjoy to the fullest possible extent the benefits of the educational provision offered by the school. The unhappiness of bullied children is likely to affect their concentration and learning or may result in their suffering injury. Some children will avoid being bullied by not going to school. We have a duty to uphold certain values, including those which reject bullying and cruelty, otherwise children will interpret our inaction as condoning unacceptable behaviour.

Strategies for Recording and Reporting :~

**RECORDS OF BULLYING** will be kept in the Head Teacher's office. The parents of pupils with bullying incidents are invited into school and may be asked to keep in regular contact with school, to provide a consistent home-school approach to modifying their child's behaviour . Records will be kept for the length of time the child is in the school and if necessary handed onto the next school.

#### **Monitoring and evaluation**

- Monitoring of the policy will be bi-annually.
- The Chair of Governors will be informed of repeated incidents of bullying.
- The policy will be shared and reviewed with staff, pupils and parents on the school website.
- We will involve School Council / Staff/ Governors where appropriate in reviewing the policy.

#### **APPENDICES**

- 1 Guidelines for children who are being bullied
- 2 Guidelines for parents and families

## Appendix 1

### GUIDELINES FOR PUPILS BEING BULLIED

When you are being bullied:

- \* 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 a teacher or an adult on your own, ask a friend to go with you;
- \* keep on speaking up until someone listens;
- \* don't blame yourself for what has happened.

When you are talking about bullying with an adult, be clear about:

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

## Appendix 2

### GUIDELINES FOR PARENTS AND FAMILIES

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 them how to resolve difficult situations without using violence or aggression.

Secondly, watch out for signs that your child is being bullied, or is bullying others. Parents and families are often the first to detect a problem exists. Don't dismiss it. Contact school if you are worried.

#### Section A :

If your child has been bullied:

- \* calmly talk with your child about their experience;
- \* make a note of what your child says - particularly who was said to be involved; how often bullying has occurred; where it happened and what has happened;
- \* reassure your child that they have done the right thing to tell you about bullying;
- \* advise your child not to try and buy the bully off with sweets or other 'presents';
- \* explain to your child that should any further incidents occur they must tell an adult;
- \* do not contact the parents of other children involved;
- \* make an appointment to see your child's teacher;
- \* explain to the teacher the problems your child is experiencing.

Talking with 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;
- \* listen to what action the school intends to take and ask if there is anything you can do to help your child or school;
- \* stay in touch with the school; let them know if things improve as well as if problems continue.

If you are not satisfied:

- \* make an appointment to discuss the matter with the Head Teacher;
- \* write to the Chairperson of the Governing Body explaining your concerns and what you would like to see happening.

If the problem occurs outside of school contact the local community police or a solicitor.

Find a copy of our Anti-bullying policy at our schools office, a copy will also be published onto the children's website.

### Section B :

Many children may be involved in bullying other children at some time or other. Often parents are not aware that their child is involved in bullying.

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 who 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 from bullying others:

- \* talk with your child, explain that what they are doing is unacceptable and makes other children 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 they can join in with other children without bullying;
- \* make an appointment to see your child's class teacher; explain to the teacher the problems your child is experiencing, discuss with the teacher how you and the school can stop him/her from bullying others;
- \* regularly check with your child how things are going at school;
- \* give your child lots of praise and encouragement when he/she is co-operative or kind to other people.