

St Cuthbert Mayne Catholic Junior School



Anti-Bullying Policy

Vision and Mission

Our Mission Statement outlines the principles of excellent behaviour on which the school is modelled. Bullying is considered to be wrong and damages individual children. It is therefore regarded as unacceptable. It is unacceptable for the victim, who suffers harm, and for the perpetrator, who needs support with behaviour.

This policy aims to produce a consistent school response to bullying. The principles of our Equalities Scheme apply to the way in which incidents are handled. Every individual is entitled to our support, protection and care. We aim to make all those connected with the school aware of bullying, and we make clear each person's responsibilities with regard to the eradication of bullying in our school.

This policy should be read in conjunction with our Behaviour Policy, which has our Mission Statement at its heart and has 'Hertfordshire Steps' as its underlying principles. Hertfordshire Steps is an approach to behaviour management that aims to reduce and manage conflict and build a positive school ethos.

Legal Background

The school Anti-Bullying Policy has been developed with due regard for our duties and obligations under existing legislation and public sector duties for the safeguarding and wellbeing of all our pupils and we will take all steps to ensure their safety.

Staff and governors are responsible under the Health and Safety at Work Act 1974 for the health and safety of non-employees, such as pupils, who are at the workplace. We are required to do all that is reasonably practicable to protect their health and safety. We also have a common law duty of care to pupils in school.

We discharge our statutory and common law duties by taking reasonable precautions to prevent bullying and by having procedures in place to record any incidents that do take place, along with appropriate action to stop further incidents. We are committed to supporting our staff in implementing our anti-bullying procedures.

What is Bullying?

Bullying is defined as action taken by one or more children, often over a period of time, with the deliberate intention of hurting another child, either physically, mentally or emotionally. It can, however, be a serious isolated incident.

Bullying includes:

- Name calling – using bad language
- Constantly being unkind
- Physical - jostling, pinching and kicking
- Damaging someone's property
- Racist remarks
- Spreading rumours
- Crushing dreams
- Discrimination
- Personal remarks
- Deliberately making people feel uneasy, e.g. looks
- Comments about not being as good as others
- Saying unkind things
- Hurting feelings
- Cyber bullying, including use of social media, text messaging etc.
- Homophobic behaviour
- Leaving someone out
- Stealing
- Violence and assault
- Threatening people
- Making someone do something they don't want to do.
- Teasing about SEN or a disability.

How do We Try to Prevent Bullying?

We promote excellent behaviour in many ways, including:

- Our Behaviour Policy and Steps approach
- Behaviour certificates
- Lessons in Citizenship
- Citizenship Stars
- Headteacher's Award
- Assemblies about how to treat each other
- Weekly merit certificates
- Our School Council with representatives in each class to whom we can talk
- Encouragement to talk to an adult
- Talking to parents about acceptable/unacceptable behaviour
- Anti-Bullying PSHCE workshops/presentations/themed weeks
- Appointment of a learning mentor
- Use of Buddy System to promote good friendships
- Our response to pupil voice
- Nurture and Social Skills groups
- Use of individual class systems e.g. Worry Box, training for staff and governors e.g. Protective Behaviours

- Celebrating differences, diversity and uniqueness
- Teaching children what bullying is and how inappropriate it is.

What Can Children Do If They Are Being Bullied?

Children are expected to tell someone – friend, member of staff, parent. They are also encouraged to adopt a range of strategies, including:

- Speak out to a trusted adult
- Write down what has happened and give it to a member of staff
- Tell the School Council Representative
- Tell the bully that you do not like what he/she is doing and you want it to stop
- Try to walk away
- Do not accept it
- Do not attempt to fight back
- Tell someone so that they can deal with it
- Be proud of who you are.

What Can Children Do If Someone Else is Being Bullied?

- Tell someone – friend, member of staff, parent.
- Stand up and say it is not acceptable
- Write down what has happened and give it to a member of staff
- Tell the School Council Representative
- Be a good friend to the person being bullied
- Include the person in their games, make friends with them, check that they are okay
- Stay with that person at break-times and when a member of staff is not close by.

School Strategies for Dealing With Bullying (Isolated Incidents)

Incidents of bullying are dealt with in line with our School Behaviour Policy, which has our Mission Statement at its heart and has 'Hertfordshire Steps' as its underlying principles. Hertfordshire Steps is an approach to behaviour management that aims to reduce and manage conflict and build a positive school ethos.

When dealing with isolated incidents of bullying:

- The class teacher will give children concerned the opportunity to talk together with an adult to discuss the behaviour
- Ground rules will be established to help the children move forward
- We will adopt a problem-solving approach which encourages pupils to find solutions rather than to simply justify themselves

- The perpetrator will be given the opportunity to apologise
- We will follow up to check that the bullying has not resumed
- Parents will be notified
- The Headteacher will be informed
- Headteacher makes staff aware of vulnerable children.

School Strategies for Dealing With Bullying (Repeated or Multiple Incidents)

If pupils do not respond to the preventative strategies to combat bullying, the Headteacher/senior leadership team will adopt more formal sanctions, in line with the Mission Statement and the principles of our Behaviour Policy. These could include any of the following:

- Discussion with victim and perpetrator by Headteacher/SLT to include:
 - awareness of behaviour and strategies to break the circle of behaviour.
 - An action plan to move forward
 - Understanding of consequences of action
- Liaison with parents and discussion of actions taken
- Setting of consequences as appropriate, agreed with SLT which may include:
 - Removal from break or lunchtimes
 - Removal from the group
 - Community service within school
 - Denying the pupil privileges in school
 - Setting the pupil additional tasks to do out of school
 - Undertaking service to rectify any damage done
 - Removal from any out-of-school activities, e.g. sports matches
 - Work with an external agency
 - Internal exclusion
 - Fixed period exclusion.

Parents will be informed. The sanctions will be discussed with the parents of the perpetrator, but will not be shared with the victim's parents.

Records

The school keeps records of incidents of bullying using CPOMS. Records are kept of both isolated and repeated incidents. These indicate which children are involved; who has been informed; and how it has been managed. The Headteacher/SLT is involved and parents are informed.

Bullying Outside School.

Teachers have the power to discipline pupils for misbehaving outside the school premises. This can relate to any bullying incidents. Staff take action where bullying outside school has an impact in school.

Where bullying outside of the school is reported to school staff, it should be investigated and acted on. Appropriate authorities may need to be notified.

The Role of the School

- Create an environment where children feel safe to raise their concerns.
- Listen and respond.
- Talk to anyone who may have witnessed the bullying incident.
- Teach pupils to understand what bullying is, to recognise their responsibilities towards others, to be resilient and reduce their own vulnerability. This includes respect and forgiveness.
- Act to eliminate bad behaviours through education and sanctions and ensure that bullying stops.
- Act to resolve incidents, strive to rebuild relationships and restore a safe environment for all.
- Make staff aware of concerning behaviour and vulnerable children so they can provide appropriate support.
- Inform parents of any significant incidents involving their children so they can support their child and assist in achieving resolution.
- Record on CPOMS all significant incidents.
- Provide follow up support to vulnerable individuals as appropriate.

The Role of Governors

The governing body supports the Headteacher in all attempts to eliminate bullying from the school. It regularly reviews the policy and practices. The governors expect the Headteacher to deal quickly and effectively with all incidents of bullying and to report to the governors on request about the effectiveness of school anti-bullying strategies.

The governors are informed termly, via the Headteacher's report, of the number of bullying incidents. The governor with responsibility for anti-bullying monitors and reviews this data.

The Role of the Headteacher

It is the responsibility of the 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 Headteacher reports to the governing body about the effectiveness of the anti-bullying policy on request.

The Headteacher ensures that all children know that bullying is wrong, and that it is unacceptable behaviour in this school. The Headteacher draws the attention of children to this fact at suitable moments, for example at assembly.

The Headteacher sets the school climate for living out the Mission Statement, so that bullying is less likely. When children know that they are important and valued as individuals, bullying is far less likely to be part of their behaviour.

The Role of the Teacher

Teachers in our school take all forms of bullying seriously, and intervene to prevent incidents from taking place.

If teachers witness an act of bullying, the issue is dealt with immediately. They do all they can to support the child who is being bullied and decide on appropriate action for the child who has carried out the bullying. In line with our Behaviour Policy and its underlying principles, time is taken to talk to the child who has bullied, to explain why the action was wrong and to help the child change his/her behaviour in future. The Mission Statement is used as the guide for appropriate behaviour. This incident is logged on CPOMs, so that the Headteacher is informed and a record is kept.

If a child is involved in bullying, the teacher has dealt with it and a subsequent incident occurs, then the Headteacher is involved and the child's parents are invited into the school to discuss the situation. One or more of the sanctions identified above may be imposed and external agencies may be invited to intervene.

Teachers attempt to support all children in their class and to establish a climate of trust and respect for all. By praising, rewarding and celebrating the success of all children, we aim to prevent incidents of bullying.

Parents of both the victim and the perpetrator are informed by the class teacher.

After an incident of bullying, the teacher monitors the children involved.

The Role of Parents

Parents who are concerned that their child might be being bullied, or who suspect that their child may be the perpetrator of bullying, should contact their child's class teacher immediately.

Parents have a responsibility to support the school's Anti-Bullying Policy and to actively encourage their child to be a positive member of the school.

When parents have been told that their child has been bullying, they will be expected to:

- Talk to their child and explain that bullying is wrong and makes others unhappy
- Show the child how to join in without bullying
- Talk to the child regularly about how things are going at school
- Make an appointment to see the class teacher within two weeks of being notified of the incident to report on progress
- Give the child lots of praise and encouragement when they are being kind and considerate towards others.

When parents suspect that their child has been bullied, we ask that they:

- Listen carefully to their child
- Talk to the child calmly about it and reassure him/her that telling about it was the right thing to do
- Make a note of what the child says
- Explain that the child should report any further incidents to a teacher/member of staff immediately
- Make an appointment to see the child's teacher as soon as possible
- Treat the incident seriously but not to over-dramatise any aspect of it
- Not to approach other parents or children directly or spread stories about incidents
- Model good and acceptable behaviour/responses.

If parents are unhappy with the way in which an incident of bullying has been managed, they should speak to the Headteacher in the first instance and then follow the Complaints Procedure, a copy of which is available from the office.

Monitoring and Review

This policy is monitored on a day-to-day basis by the Headteacher, who reports, on request to governors, about the effectiveness of the policy. Review will take place on an annual basis.

The school will report incidents of bullying to the local authority and the DfE on request.

Associated Policies

This policy is supported by the following documents:

Mission Statement
Equalities Scheme
Behaviour Policy
Home School Agreement
Prospectus
Online Safety

Reviewed January 2014
January 2015
February 2016
May 2017
May 2018
May 2019
February 2021
March 2022
July 2023