

# BROOKBURN PRIMARY SCHOOL

## ANTI-BULLYING

### POLICY

Using KIDSCAPE PROFORMA



#### **POLICY STATEMENT**

We are committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all pupils should be able to tell and know that incidents will be dealt with promptly and effectively. We are a *TELLING* school. This means that *anyone* who knows that bullying is happening is expected to tell the staff.

We recognise, however, that occasionally some of our pupils have difficulty handling relationships, especially when conflicts arise. Spontaneous acts of aggression can be the child's first resort. While operating policies which discourage all acts of violence or aggression, staff must take care to distinguish between that which is spontaneous and reactive and this which is deliberate and systematic. It is the latter which fits our definition of bullying and which requires sensitive handling.

It is essential that all staff follow a unified approach towards bullying and develop strategies to look for signs and identify both real and potential bullies and their victims

#### **What is Bullying?**

*"Bullying is the wilful, conscious desire to hurt or threaten or frighten someone else".*

*"All bullying is aggression, either physical, verbal or psychological, although not all aggression is bullying".*

Bullying results in pain and distress to the victim.

#### **What forms does bullying take?**

Bullying can be:

- Emotional being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Physical pushing, kicking, hitting, punching or any use of violence
- Racist racial taunts, graffiti, gestures
- Sexual unwanted physical contact or sexually abusive comments
- Homophobic because of, or focussing on the issue of sexuality
- Verbal name-calling, sarcasm, spreading rumours, teasing

- **Cyber** All areas of internet ,such as social media sites, email & internet chat room misuse  
Mobile threats by text messaging & calls  
Misuse of associated technology , i.e. camera and video facilities

## **Why is it Important to Respond to Bullying?**

Bullying hurts.

No one deserves to be a victim of bullying.

Everybody has the right to be treated with respect.

Pupils who are bullying need to learn different ways of behaving.

Our school will be a better, safer place

Schools have a responsibility to respond promptly and effectively to issues of bullying.

## **Objectives of this Policy**

- All academy councillors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is.
- All academy councillors and teaching and non-teaching staff should know what the school policy is on bullying, and follow it when bullying is reported.
- All pupils and parents should know what the school policy is on bullying, and what they should do if bullying arises.
- As a school we take bullying seriously. Pupils and parents should be assured that they will be supported when bullying is reported.
- Bullying will not be tolerated.

## **Signs and Symptoms**

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- is frightened of walking to or from school
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts to run away from school during the day
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in school work
- comes home with clothes torn or books damaged
- has possessions which are damaged or " go missing"
- has unexplained cuts or bruises
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous & jumpy when a cyber message is received

**These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.**

### **What we do at Brookburn to support anti-bullying**

- School Council
- An open door policy in the school
- Brookburn's Golden rules and class rules
- Celebration Assembly to make children feel confident and valued
- Staff to talk to
- Circle time
- Verbal warnings and consequences following the school behaviour policy
- PHCSE activities – raising awareness of bullying
- Assemblies, work and activities during Anti-Bullying Week
- Constant monitoring of school buildings and grounds to ensure a safe and secure environment is maintained
- In class opportunities for children to report or express their feeling or concerns about something that has happened e.g. worry boxes
- Brookies – Children in years 5 and 6 with allocated tasks at lunchtime in a particular key stage.

### **PROCEDURE TO FOLLOW**

It is important that when a pupil or parent reports an incident to any member of staff, this should be taken seriously and dealt with immediately in an appropriate manner.

Staff will investigate alleged bullying by consulting the victim(s) and should reach an agreement as to whether the incident constitutes bullying or should be addressed as an incident of poor behaviour.

If teachers receive correspondence from parents/carers expressing concerns of 'bullying' or behaviour of another child, they should give a copy to the headteacher with additional comments of how they have responded to this i.e. the action taken and if the situation has been resolved.

### **What happens at Brookburn if bullying is discovered?**

- Bullying behaviour or threats of bullying must be investigated by the class teacher or senior teacher and stopped quickly
- For confirmed bullying incidents staff will record the incident on CPOMs and support staff who do not have access to CPOMs will fill in Bullying incident form (Appendix 1) which will be recorded on CPOMS at a later date by most appropriate teacher.
- In cases of repeated bullying, highlighted by the monitoring of CPOMs, a course of action is agreed and a review date set. In cases of repeated bullying, parents will be informed and will be asked to come in to a meeting to discuss the problem.
- Inform all staff of incident, request confidentiality but increased awareness
- When necessary, academy councillors will be informed by the headteacher
- The school may arrange a meeting for both bullied child and child accused of bullying and their parents/ carers with a mediator to try to resolve the situation

- Sanctions will be used and will be tailored to the age of child and circumstances. Details of the punishments may be confidential e.g.
  1. Place on a behaviour report card/ fixed term exclusion
  2. Change classroom seating arrangements
  3. Arrange lunchtime activities/ alternative activity at lunchtime
  4. Following school procedure for consequences for unacceptable behaviour
- The person doing the bullying will be asked to genuinely apologise when they understand how they have hurt the person being bullied.

## **SUPPORT**

### **VICTIM**

Support for the victim is essential both immediately following the incident and during an agreed period of review. Peer support, staff support, parental support and outside agency support may all be essential to ensure that the victim does not suffer any long term effects.

After a period of time staff will meet with the victim to reassess the situation and the relationship between those involved.

Opportunity to share bullying issues in circle time (but not to discuss personal issues)

### **PERPETRATOR**

It is recognised that support must be given to the perpetrator. Disciplinary procedures against the perpetrators are intended to change and modify behaviour rather than label anyone a bully. Such procedures may include withdrawal of activities, discussion about effects of bullying, time to discuss feelings with an adult/ peer helper, additional support or guidance sought from outside agencies.

Within the curriculum the school will raise awareness of the nature of bullying through inclusion in PSHE and assemblies as appropriate, in an attempt to eradicate such behaviour.

### **Monitoring, Evaluation and Review**

**The school will review this policy annually and assess its implementation and effectiveness.**

### **HELP ORGANISATIONS:**

Advisory Centre for Education (ACE)	0808 800 5793
Children's Legal Centre	0845 345 4345
KIDSCAPE Parents Helpline (Mon-Fri, 10-4)	0845 1 205 204
Parentline Plus	0808 800 2222
Youth Access	020 8772 9900
Bullying Online	<a href="http://www.bullying.co.uk">www.bullying.co.uk</a>

Visit the Kidscape website [www.kidscape.org.uk](http://www.kidscape.org.uk) for further support, links and advice.

**BROOKBURN PRIMARY SCHOOL**  
**BULLYING INCIDENT FORM**

Name of reporter \_\_\_\_\_ Class \_\_\_\_\_

Pupil(s) involved \_\_\_\_\_ Class \_\_\_\_\_  
\_\_\_\_\_ Class \_\_\_\_\_  
\_\_\_\_\_ Class \_\_\_\_\_

What is the nature of the bullying?

Verbal abuse: Racist Sexist Disablist Homophobic Cyber/social media Other Please state	
Demand/taking money Demand/ taking equipment	
Physical Violence Threatening violence	
Isolating	

Where did the bullying occur?

Playground	Toilets
To or from school	In class
Corridors	In the community
Other – please state	

Action Taken

Reprimand	Apology	Detention/ Time Out
Discussion	Daily Report	Targets Agreed

Brief details of other action taken (including any referral)

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Incident to be reported to:

Other staff	Parent/Carer	Senior LO	Other peers
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Copies to

Headteacher / Child's file /class anti-bullying file / other (please state)
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Staff Signature \_\_\_\_\_ Date \_\_\_\_\_

NB – This incident must be uploaded onto CPOMS within one day of the incident.

