



# Anti-bullying Policy

## St Richard Reynolds Catholic Primary School

**Policy:** Anti-bullying

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### Why have a policy?

We expect that pupils at St Richard Reynolds Catholic Primary School will treat each other with kindness and respect at all times. All children are valued and their achievements celebrated. Each child is special and has the right to be treated with respect and valued as an individual. We recognise the effects bullying can have on pupils' feelings of worth and on their school work. It can create a negative atmosphere and can cause segregation and division within a community. Bullying is therefore unacceptable. Once we are made aware of an incident of bullying we will work hard to ensure that it is stopped immediately and support pupils to resolve tensions and anxieties. St Richard Reynolds Catholic Primary School takes bullying seriously and will make every effort to combat it because we believe that pupils have the right to learn in a supportive, caring and safe environment without the fear of being bullied.

This policy should be read in conjunction with the school's Online Safety Policy, Behaviour and Regulation Policy, Safeguarding and Child Protection Policy and Keeping Children Safe in Education 2022.

### Aims:

- To express our belief that all pupils should be included fully in the life of the school
- To provide a learning environment free from any threat or fear
- To instil a sense of justice and fairness in each pupil
- To promote and foster self-esteem
- To demonstrate that the College takes bullying seriously and will not tolerate it as it does not reflect our identity and mission
- To establish a means of dealing with bullying, and of providing support to pupils who have been bullied
- To provide support for pupils who are accused of bullying, who may be experiencing problems of their own
- To ensure that all pupils and staff are aware of the policy and that they fulfil their obligations to it

### We will achieve these aims by:

- Defining what we consider to be bullying
- Ensuring the college playground rules are known, understood and followed

- Promoting the virtues of individuality, tolerance, social responsibility and consideration for others
- Fostering a sense of belonging and commitment to the school community
- Stressing the importance of respect for self and others
- Creating an atmosphere of trust in which pupils and teachers feel confident to explore and discuss issues with confidence
- Undertaking anti-bullying education throughout the curriculum including the consequences of cyber bullying
- Setting out clear procedures for dealing with incidents
- Ensuring that victims feel supported
- Applying appropriate sanctions if required

### **What is bullying?**

“Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.” (DfE 2017)

It can be:

- PHYSICAL - hitting, kicking, punching, taking belongings, any unwanted physical contact
- VERBAL - name-calling, racist remarks, homophobic/sexist remarks, saying unpleasant things about people’s family and friends
- INDIRECT - spreading nasty rumours, leaving someone out, nasty gestures
- PSYCHOLOGICAL – threatening, intimidating, putting pressure on others to conform
- CYBER – verbal, indirect and psychological through websites, messaging services, mobile phone texts, photos and other social media
- HOMOPHOBIC BULLYING - this occurs when bullying is motivated by a prejudice against lesbian, gay, bisexual or transsexual people
- RACIST BULLYING - this refers to a range of hurtful behaviour, both physical and psychological, that make the person feel unwelcome marginalised and excluded, powerless or worthless because of their colour, ethnicity culture, faith community, national origin or national status

### **Creating an anti-bullying climate in school:**

All year groups within the primary school explore bullying in the Autumn Term during National Anti-Bullying week. Whole school, and Primary Parliament led assemblies take place to highlight the issues surrounding bullying. In addition, every class addresses bullying throughout the year in regular circle and discussion times and during PSHE lessons.

The college works hard to ensure that all pupils know the difference between bullying and ‘falling out’ and that both staff and pupil play leaders are available to deal with friendship problems and pupil disagreements and assist pupils at lunchtimes and break-times when necessary.

Our School Values and Behaviour Regulation Policy promotes positive behaviour in school to create an environment where pupils behave well, where pupils take responsibility for each other's emotional and social well-being and where they include and support each other.

We also draw on the school’s RE and PSHE Curriculum to promote appropriate behaviour and by creating an emotionally and socially safe environment where these skills are learned and practised.

Our aim is to create a climate where bullying is not accepted by anyone within the school community.

Our curriculum is used to:

- Raise awareness about bullying and our anti-bullying policy.
- Increase understanding for victims and help build an anti-bullying ethos.
- Teach pupils how to constructively manage their relationships with others.

Circle Time, assemblies, role-plays and stories are used to highlight what pupils can do to prevent bullying, and to create an anti-bullying climate in school.

Bullying will not be tolerated and we make this clear in the information we give to pupils and parents when they join our school.

Our Anti-Bullying policy is published on the school website.

Posters around school tell pupils what to do if they are bullied or see others being bullied and Childline and other sources of confidential help are clearly displayed and accessible in the KS1 and KS2 areas of the school.

Our Primary Parliament meet regularly to discuss any issues and concerns regarding pupil welfare and all forms of bullying can be discussed on a regular basis.

We use the responses from the annual pupil questionnaires to gauge how safe children feel in school and we review our procedures following these each year.

All staff endeavour to ensure that there is an emphasis on promoting positive behaviour, creating a healthy work ethic within the school, providing a culture of praise, social awareness and inclusion. We will provide regular training for teachers and non-teaching staff to spot the signs of bullying and to respond to it quickly and effectively.

### **Strategies for dealing with Bullying:**

In dealing with incidents of bullying we use a range of strategies, selecting those appropriate to the circumstances from the following list:

- Co-operative group work throughout the school - to encourage children to work together, be tolerant of others' ideas, trust others and be more willing to listen.
- Circle time - to set time aside for pupils to take part in games, activities, role play and discussion in a safe environment where all opinions are valued.
- Circle of friends - to build relationships around a vulnerable pupil with the pupil's and parent's agreement to offer support and friendship.
- Befriending - to appoint a specific child as a support/friend (appointed by a member of staff).
- Mediation by adults - to establish ground rules that will enable the bully and the person being bullied to co-exist in school.

### **Responding to incidents when they arise:**

Bullying may be reported by a child, a member of staff or a carer/parent. In some cases, a child may admit to a member of staff that they have bullied another child. All reported incidents of bullying must be investigated and taken seriously by staff members.

Children who have been bullied should report this to:

- Any member of staff (Teachers, Teaching Assistants or Lunchtime Supervisors)
- Their class representative of the Primary Parliament
- Peer mentors
- Their parents
- A school friend

Children who see others being bullied should report this to:

- Any of the above

Members of staff who receive reports that a child has been bullied should report this to

- A member of the Senior Leadership Team (Head of Primary or Deputy Head of Primary)

### **Recording the details:**

Reports of bullying will be logged by:

- The class teacher or member of SLT. All reported incidents of bullying will be taken seriously and investigated. A record will be kept of the incident using a Report Incident Sheet, giving appropriate information and details. Sheets for pupils to complete are available from a member of the Primary Senior Leadership team and these incidents will also be reported in Class Charts.
- The class teacher or Leadership Team will investigate further. All those involved will be interviewed.
- We will listen to all versions of events.
- We will talk to anyone who may have witnessed the bullying.
- The class teacher of the victim will be responsible for this and is required to give a copy of the incident to the Primary Leadership Team.
- Where bullying is of a racist nature, this will be reported to Richmond Borough using the Racial Incident Report Form.
- All suspected incidents of bullying will be discussed and reviewed at Leadership Team meetings. Governors will receive regular updates from the Head of Primary through the Headteacher's Report to Governors once a term. The Chair of Governors will be informed of any serious incidents of bullying.

### **Putting things right:**

Feedback to the pupils involved will happen as soon as possible. The following strategies will be adopted:

- We will adopt a joint problem solving approach where this is appropriate, and ask the children involved to help us find solutions to the problem. This will encourage children involved to take responsibility for the emotional and social needs of others. Each child must be given an opportunity to talk and the discussion should remain focussed on finding a solution to the problem and stopping the bullying reoccurring.
- The perpetrator(s) will be encouraged to see things from the victim's point of view and to carry out corrective action to improve relationships. If the victim(s) is in agreement, a mediation meeting with a teacher, perpetrator(s) and victim(s) should take place, where the perpetrator(s) apologises to the victim(s) and a way forward is agreed.
- We will support the victim by offering immediate opportunities to discuss their feelings with a teacher, informing their parent/carer and by offering ongoing support from their teacher or a member of the Primary Leadership Team.

- Time will be spent talking to the perpetrator(s), explaining to them why their action was wrong and how they should change their behaviour in the future. When appropriate we will invite the children's carers to school to discuss the situation. The school will try hard to support the offender through mentoring and by home school link systems, working with parental support.
- The behaviour of the perpetrator(s) will be monitored.
- It will be made clear that repeated instances of bullying will be dealt with increasing severity.
- We will affirm that it is right for children to let us know when they are being bullied.
- We will consider sanctions under our school's Behaviour Regulation Policy.
- We will also work with children who have been involved in bullying others to ascertain the sort of support that they themselves need.

Our policy will be to use our discretion to respond flexibly and in an appropriate way to each incident using Restorative Approaches where possible to involve children in conflict resolution.

### **Keeping records**

The Incident Report Sheet and any other appropriate details will remain in pupils' school files to be held in line with Data Protection requirements. A record will also be kept on Class Charts.

### **Follow up and monitoring:**

We will continue to monitor the victim and the behaviour of the perpetrator(s). If bullying persists and if necessary, we will invoke the following range of consequences that are in line with the school's Behaviour Regulation Policy. Including:

- Behaviour incidents being logged on to Class Charts
- Parents asked to meet with the Head of Primary
- Spending time discussing behaviour choices during break and lunch times
- Withholding participation in school events that are not an essential part of the curriculum
- In extreme cases we will also consider fixed term and/or permanent exclusion from school

### **Bullying of staff and governors:**

Adults also have a right to be protected from bullying behaviour. In particular, offensive, derogatory, humiliating and/or abusive materials posted on websites about staff or governors will be followed up by the Leadership Team in order to remove the offensive materials and identify the perpetrator where this is possible. The latter will then be subject to appropriate disciplinary procedures, as outlined above.

### **Advice to pupils:**

What can you do if you are being bullied?

- Remember that your silence is the perpetrator's greatest weapon. Tell an adult you trust straight away. You will get immediate support. Teachers will take you seriously and will deal with bullies in a way which will end the bullying and will not make things worse for you.
- Tell yourself that you do not deserve to be bullied, and that it is WRONG.
- Try not to show that you are upset. It is hard but a bully thrives on someone's fear.
- If bullied in person, stay with a group of friends/people. There is safety in numbers.
- Fighting back may make things worse. Talk to a teacher or parent/carer.
- If bullied through the use of technology, save or take a screen print of the offensive material and show it to someone who will help you - ideally your parents in the first instance.

What can you do if you know that someone is being bullied?

- Take Action! Watching and doing nothing looks as if you are on the side of the perpetrator. It makes the victim feel more unhappy and on their own.
- Tell an adult Immediately. Teachers have ways of dealing with bullying and can help.

#### **As a parent:**

- Look 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 normal standard.
- Always take an active role in your child's education. Enquire how their day has gone, who they have spent their time with, how lunch time was spent etc.
- If you feel your child may be a victim of bullying behaviour, inform the school immediately. Your complaint will be taken seriously and appropriate action will follow.
- It is important that you advise your child not to fight back. It can make matters worse.
- Reassure your child that the situation is not their fault.
- If cyber-bullying occurs outside school hours involving pupils, contact the school. We are committed to dealing with such incidents in order to demonstrate our commitment to eradicating bullying amongst the College community.

#### **Bullying outside the school premises:**

Schools are not directly responsible for bullying that occurs off the premises but our pupils may witness or experience bullying on journeys to and from school carried out by pupils from our own school, by pupils from other schools or by people who are not at school at all. Where a pupil or parent tells us of bullying outside of the school premises we will:

- Talk to pupils about how to avoid or handle bullying outside of school.
- Talk to the Headteacher of another school whose pupils are bullying.
- Talk to the police.

The DfE says that, “exceptionally failure to take disciplinary steps to combat harmful behaviour outside the school might breach the school’s common duty of care.” Legal Services advise that schools can take disciplinary action against pupils for incidents that occur outside of school.

#### **Concerns and complaints:**

We recognise that there may be times when parents feel that we have not dealt well with an incident of bullying and we would ask that this be brought to the Head of Primary’s notice immediately. If the Head of Primary cannot resolve these concerns informally, parents may raise their concerns more formally through the school’s Complaints Procedure, a copy of which may be obtained from the school office or on the school website: [www.st.richardreynolds.org.uk](http://www.st.richardreynolds.org.uk)

#### **Evaluating our policy:**

We will evaluate our anti-bullying policy using the following measures:

- The number and types of incidents that are reported to staff over a given period.
- Pupils’ perceptions of bullying in school through structured discussions in class time.

- Annual Pupil and Parent Questionnaires.
- School Council Meetings and Peer Mentor Meetings.
- The number of complaints that we receive from parents.
- From the comments made by visitors and other people connected with the school.

**Ownership of the Policy:**

This policy was agreed by staff and governors of the school with the involvement of the School Council.

The policy applies to all staff and to all pupils, whether temporarily or permanently on the school roll.

The Head of Primary is responsible for introducing and implementing this policy. However, all staff, pupils and their parents have an active part to play in the development and maintenance of the policy, and in its success.