

# BENTLEY ST PAUL'S C OF E PRIMARY SCHOOL

## ANTI-BULLYING POLICY



*'Growing together in faith, love and trust, we will succeed.'*

*And we know that God causes everything to work together for the good of those who love God and are called according to his purpose for them. Romans 8 v28*

*At Bentley St Paul's, we encourage and support children in achieving their full intellectual, spiritual, physical, social and emotional potential. In a welcoming and caring community founded upon Christian values, we strive to develop happy, confident and independent children, inspiring them to be life-long learners.*

*Date: September 2024*

*Review date: September 2026*

## **Introduction**

Everyone at Bentley St. Paul's has the right to feel welcome, safe, happy and valued and free from bullying; we will not tolerate any unkind actions or remarks. It is therefore everyone's responsibility to prevent bullying from happening, to identify it when it does occur and to initiate help for those suffering from bullying. Bullying is deliberately hurtful behaviour that is repeated often over a period of time and it can take many forms.

## **Types of Bullying**

The three main types are:

- Physical- hitting, kicking, taking belongings
- Verbal- name calling, insulting remarks, racist remarks
- Indirect- spreading unpleasant stories, excluding someone from social groups.

## **Aims**

- We want every child to feel safe and happy
- We aim to build an anti-bullying ethos in our school
- We aim to raise pupils' awareness of bullying and the effects bullying actions can have on someone
- We aim to provide support and understanding for bullied pupils
- We aim to give all staff support and training to help give pupils advice and
- To combat bullying behaviour

## **Signs that bullying may be occurring**

- Deterioration of work
- Child may become withdrawn
- Complaining of 'fake' illnesses
- Child may appear isolated
- Child may desire to remain around adults
- Erratic attendance
- General unhappiness/anxiety/fear
- Late arrivals
- Bed wetting
- Child may cry themselves to sleep
- Unexplained cuts, scratches, bruises
- Unexplained missing possessions

## **What we do to prevent bullying**

Through our core Christian Values we promote a mutually respectful environment where children are encouraged to care and support each other both socially and emotionally. Through the support of displays, PSHE and workshops with the Brentwood Youth Trust all children at Bentley St. Paul's are encouraged to be vigilant for signs of bullying and to report any incidents of unkind or unacceptable behaviour to an adult. This should be their class teacher, class teaching assistant, or a mid-day assistant.

Children can report these concerns verbally or by writing a worry note which they can pass onto the appropriate adult. These allegations will then be investigated initially by the child's class teacher. The SENCo and Deputy head will be informed and in more serious cases the Headteacher will be informed.

Each class teacher should use the curriculum to increase children's awareness of bullying and to help them to develop strategies to combat it. Discussion and role play are used to explore issues related to bullying and to give individual children confidence to deal with it.

If bullying is occurring due to a disagreement between pupils, a 'problem solving' approach may help. An adult will mediate by making sure that each pupil has an opportunity to talk and will keep the discussion focused on finding a solution and aiming to prevent the bullying from re-occurring. A follow-up meeting with the pupils can find out whether the solution has been effective or not.

Any inappropriate behaviour is dealt with in line with the school's Behaviour Policy.

All staff should keep a record of any behaviour they feel is bullying behaviour and report their fears to the Deputy Head. This will then be investigated through conversations with the victim and perpetrator and then the Deputy Head or Head Teacher may invite parents into the school to discuss the matter further.

The following steps are taken to try to minimise bullying as much as possible:

- All pupils are supervised at all times including playtimes and lunchtimes
- Secluded areas such as toilets and corridors are monitored
- Adults on duty (teachers teaching assistants and midday supervisors) report any incidents of unacceptable behaviour to the class teacher or teaching assistant of the children involved. In this way the class teacher is aware of all incidents occurring with the children in their class and can keep a record of this. The incidents will then be dealt with appropriately.

## **The role of the Headteacher**

It is the responsibility of the headteacher to implement our anti-bullying strategy, and to ensure that all staff (both teaching and non-teaching) are aware of our policy,

and know how to identify and deal with incidents of bullying. The headteacher reports to the governing body any incidents of bullying on a termly basis.

The headteacher ensures that all staff, including lunchtime staff, receive sufficient training to be equipped to identify and deal with all incidents of bullying. The headteacher sets the school climate of mutual support and praise for success, so making bullying less likely. When children feel they are important and belong to a friendly and welcoming school, bullying is far less likely to be part of their behaviour.

### **The role of the teacher and support staff**

All staff in our school take all forms of bullying seriously, and seek to prevent it from taking place. Parents should be kept informed where appropriate. Should any bullying take place between members of a class, the teacher will deal with the issue immediately. This may include support for the victim of the bullying. Time is spent talking to the child who has carried out the bullying explaining why his/her action was wrong and that child is encouraged and supported to change his/her behaviour in future.

If a child is repeatedly involved in bullying other children we invite the child's parents into the school to discuss the situation. In more extreme cases, for example where these initial discussions have proven ineffective, the Headteacher may contact external support agencies. This then may result in exclusion (internal or external).

Teachers use a range of methods to help prevent bullying and to establish a climate of trust and respect for all. They use drama, role-play and stories within the curriculum, to help pupils understand the feelings of bullied children, and to practise the restraint required to avoid lapsing into bullying behaviour. Time is used to praise, reward and celebrate the success of all children, and thus to help create a positive atmosphere.

If bullying continues or the class teacher feels it appropriate, the child who has bullied may go onto a behaviour report card which is developed in partnership with the SENCo and the deputy head or headteacher. This report card requires a teacher to sign and comment on behaviour during each session, breaks and lunchtime (where appropriate). MDA's and others staff will be made aware.

### **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. If they are not satisfied with the response, they should contact the deputy headteacher, and finally the headteacher. If they remain dissatisfied, they should follow the school's complaints procedure.

Parents have a responsibility to support the school's anti-bullying policy, actively encouraging their child to be a positive member of the school.

### **The role of pupils**

Pupils are encouraged to tell anybody they trust if they are being bullied, and if the bullying continues, they must keep on letting people know. Older pupils are taught to look after the younger children and to let staff know if they see someone sad or upset.

### **The role of governors**

The governing body supports the headteacher in all attempts to eliminate bullying from our school. The governing body will not condone any bullying at all in our school, and any incidents of bullying that do occur will be taken very seriously, and dealt with appropriately. The governing body monitors incidents of bullying that do occur, and reviews the effectiveness of this policy. The governors require the headteacher to keep accurate records of all incidents of bullying, and to report to the governors on request about the effectiveness of school anti-bullying strategies.

### **Cyber-bullying**

There are many types of cyber-bullying. Although there may be some of which we are unaware, here are the more common.

- Text messages —that are threatening or cause discomfort - also included here is "Bluejacking" (the sending of anonymous text messages over short distances using "Bluetooth" wireless technology)
- Picture/video-clips via mobile phone cameras - images sent to others to make the victim feel threatened or embarrassed.
- Mobile phone calls — silent calls or abusive messages; or stealing the victim's phone and using it to harass others, to make them believe the victim is responsible.
- Emails — threatening or bullying emails, often sent using a pseudonym or somebody else's name.
- Chatroom bullying — menacing or upsetting responses to children or young people when they are in web-based Chatroom.
- Instant messaging (IM) — unpleasant messages sent while children conduct real-time conversations online using imessage or similar sites
- Bullying via websites — use of social networking sites to 'troll' and bully people, sites like facebook and Instagram.

At Bentley St. Paul's Primary School, we take this bullying as seriously as all other types of bullying and, therefore, will deal with each situation individually. An episode may result in a verbal warning. It might result in a parental discussion, more serious cases will result in further sanctions.

Technology allows the user to bully anonymously or from an unknown location, 24 hours a day, 7 days a week. Cyber-bullying leaves no physical scars so it is, perhaps,

less evident to a parent or teacher, but it is highly intrusive and the hurt it causes can be very severe.

Young people are particularly adept at adapting to new technology, an area that can seem a closed world to adults. For example, the numerous acronyms used by young people in chat rooms and in text messages (POS - Parents Over Shoulder, TUL – Tell You Later) make it difficult for adults to recognise potential threats.

**At Bentley St. Paul's Primary School, pupils are taught how to:**

Understand how to use these technologies safely and know about the risks and consequences of misusing them.

Know what to do if they or someone they know are being cyber bullied.

Report any problems with cyber bullying. If they do have a problem, they can talk to the school, parents, the police, the mobile network (for phone) or the Internet Service Provider (ISP) to do something about it.

Bentley St. Paul's Primary School has:

1. An Acceptable Use Policy (AUP).
2. Information for parents on: E-communication standards and practices in schools, what to do if problems arise, what's being taught in the curriculum.
3. Support for parents and pupils if cyber bullying occurs by: assessing the harm caused, identifying those involved, taking steps to repair harm and to prevent re-occurrence

**For pupils:**

**If you're being bullied by phone or the Internet**

Remember, bullying is never your fault. It can be stopped and it can usually be traced. Don't ignore the bullying. Tell someone you trust, such as a teacher or parent, or call an advice line.

Try to keep calm. If you are frightened, try to show it as little as possible. Don't get angry, it will only make the person bullying you more likely to continue.

Don't give out your personal details online - if you're in a Chatroom, watch what you say about where you live, the school you go to, your email address etc. All these things can help someone who wants to harm you build up a picture about you.

Keep and save any bullying emails, text messages or images. Then you can show them to a parent or teacher as evidence.

If you can, make a note of the time and date bullying messages or images were sent, and note any details about the sender.

There's plenty of online advice on how to react to cyber bullying. For example, <https://www.thinkuknow.co.uk/> have some useful tips.

You can always report someone online by using the CEOP button.



### **Text/video messaging**

1. If you receive any unpleasant or abusive texts or video messages tell an adult immediately.
2. Don't reply to abusive or worrying text or video messages. Your mobile service provider will have a number for you to ring or text to report phone bullying. Visit their website for details.
3. Don't delete messages from cyber bullies. You don't have to read them, but you should keep them as evidence.
4. Text harassment is a crime. If you or your child is receiving any texts or calls of this nature you should report it immediately. If they are extremely malicious or threatening you should contact the police.

### **Phone calls**

1. If you get an abusive or silent phone call, don't speak to them and tell an adult immediately.
2. Don't give out personal details such as your phone number to just anyone.
3. Never leave your phone lying around. When you answer your phone, just say 'hello', not your name. If they ask you to confirm your phone number, ask what number they want and then tell them if they've got the right number or not.
4. If you don't recognise the number calling don't answer it, let it divert to voicemail instead of answering it.
5. Don't leave your name on your voicemail greeting.

### **Emails**

- Never reply to unpleasant or unwanted emails — the sender wants a response, so don't give them that satisfaction.
- Keep the emails as evidence. And tell an adult about them.
- Never reply to someone you don't know, even if there's an option to 'unsubscribe'.
- Replying simply confirms your email address as a real one.

### **Web bullying**

- If the bullying is on a website (e.g. facebook, instagram) tell a teacher or parent, just as you would if the bullying were face-to-face – even if you don't actually know the bully's identity.
- Serious bullying should be reported to the police - for example threats of a physical or sexual nature. Your parent or teacher will help you do this.

### **Chat rooms and instant messaging**

- Never give out your name, address, phone number, school name or password online. It's a good idea to use a nickname.
- Don't give out photos of yourself.
- Don't accept emails or open files from people you don't know.
- Remember it might not just be people your own age in a chat room.
- Stick to public areas in chat rooms and get out if you feel uncomfortable.
- Tell your parents or carers if you feel uncomfortable or worried about anything that happens in a chat room.
- Think carefully about what you write; don't leave yourself open to bullying.
- Don't ever give out passwords to your mobile or email account.
- Use the CEOP button if you feel worried or scared

### **Steps to staying safe using technology**

1. Respect other people - online and off. Don't spread rumours about people or share their secrets, including their phone numbers and passwords.
2. If someone insults you online or by phone, stay calm – and ignore them, but tell an adult what is happening.
3. Think how you like to be treated and treat others with the same respect.
4. Remember always tell an adult if you think that you are being bullied in any way, we are here to help you.