

# *Woodcroft Primary School*



## **Anti-Bullying Policy**

*Audience:* All staff

*Date of issue:* September 2022

# **Woodcroft Primary School Anti-Bullying Code**

- ☐ Every pupil in Woodcroft Primary School has the right to feel safe and happy**
- ☐ Our School Community will not tolerate bullying**
- ☐ Pupils support each other by reporting incidents of bullying**
- ☐ Adults in school and parents / carers support us by reporting incidents of bullying**
- ☐ Bullying will be dealt with seriously**
- ☐ We are a “telling” school – bullying is too important to ignore**

***TELL      TELL      TELL***

# Woodcroft Primary School

## Anti – Bullying Policy

### What is Bullying?

There are many definitions of bullying, but most have three things in common:

- It is deliberate hurtful behaviour.
- It is repeated over a long period of time.
- It is difficult for those being bullied to defend themselves.

Bullying can take many forms but three main types are:

- Physical – hitting, kicking, taking belongings.
- Verbal – name-calling, insults, racist remarks.
- Indirect – spreading nasty stories about someone, excluding someone from social groups, sending nasty notes.

‘Action Against Bullying’ defined bullying as the wilful, conscious desire to hurt, threaten or frighten someone else by another person who has some sort of power over the victim. This “power” might be due to:

- Greater physical strength
- Greater number (gang of people bully a single person)

### At Woodcroft bullying is:

A pupil is being bullied when another pupil or group of pupils, deliberately say nasty things, hit, kick, threaten, intimidate, send nasty notes, exclude them from groups, constantly ignore them or engage in similar persistent actions. It is also bullying when a pupil is teased repeatedly in a nasty way.

At Woodcroft Primary School we believe that everyone in our school should have the same basic rights of freedom from all forms of harassment. Relationships are the foundation of our school and pupils are encouraged to value each other recognising the worth of different cultures, religions, gender and ability.

Our anti-bullying policy is simple –

**Bullying, both verbal and physical, will not be tolerated.**

This message is communicated to all pupils through assemblies, posters and displays around the school, class discussions, School Council, circle time and other areas of the curriculum e.g. Literacy Hour. Staff, Parents/Carers, Governors and other members of the community are made aware of the policy through the school brochure, policy documents, parents’/ carers booklets and newsletters.

## **The school will react firmly and promptly where bullying is identified.**

The school will: -

- Support children who are being bullied.
- Take bullying seriously and find out the facts of any incident.
- Involve parents at an early stage.
- Use whole school approach to discourage bullying.
- Help children to develop positive strategies and assertion.
- Help bullies to change their behaviour.
- Record incidents of bullying in a consistent way that allows for monitoring of behaviour.
- Discuss with and involve children in, agreed class and school rules and behaviour.

### **Procedures in the event of reported bullying:**

- a) The bullied pupil should record the events in writing. There may be a need to scribe for some pupils but ensure you only write down what they say and not what you think they said.
- b) The bully should also record the events in writing (as above).
- c) The member of staff and / or senior member of staff should record their discussions in writing, with both parties.
- d) The adult should complete an incident form.
- e) The parents of the victim and the bully should be contacted and invited in to discuss what has occurred. All written records must be available.
- f) The bully will be informed of the effect of their action and asked what they can do to put it right.
- g) A verbal warning may be given to the bully. This will be in writing to the parents/carers. The bully or group of bully's behaviour will be monitored to assess progress. This may include a daily behaviour report form.
- h) The written reports and the serious incident form will go into the pupil's records.
- i) A victim incident log should be started
- j) If another incident occurs with the same child or group of children the same procedure as above for collecting evidence will be followed and the victim and the bully will report, with the adult, to the Headteacher.

The parents will be invited into school to discuss the incident. This may result in fixed term exclusion.

- k) Any further incident will go to the Governors - Pupil Welfare and Discipline Committee where further action will be discussed. This could lead to permanent exclusion.

## **It is everyone's responsibility to prevent bullying**

### **Guidance for Pupils**

#### **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

#### **What do you do if you are being bullied?**

#### **TELL      TELL      TELL**

- Tell your friends. Tell your teacher. **TELL YOUR PARENTS / CARERS.**
- If you are scared to tell a teacher or an adult on your own, ask a friend to go with you.
- Keep on speaking until someone listens to you.
- Don't blame yourself for what has happened.
- If you are being regularly bullied by an adult in school who calls you names and punishes you unfairly tell your parents / carers immediately and they should make an appointment with the Headteacher immediately. Alternatively go straight to the Headteacher.

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

- What has happened to you
- How often it has happened
- Who was involved
- Who saw what was happening
- Where it happened.
- What you have done about it already.

Together with an appointed teacher a plan of action will be worked out.

## **Guidance for Parents/Carers**

Parents / Carers and families have an important part to play in helping schools deal with bullying.

Discourage your child from using bullying behaviour at home or elsewhere. Show them how to resolve the difficult situations without using violence or aggression.

Watch out for signs that your child is being bullied. There could be an unwillingness to go to school, a pattern of headaches and stomach aches, equipment that has gone missing, requests for extra pocket money, damaged clothing or bruising.

Take an active interest in your child's social life. Discuss friendships, how playtime is spent and the journey to and from school.

### **If you think your child is being bullied:**

- Calmly talk with your child about his or her experiences.
- Make a note of what your child says – particularly who was said to be involved; how often the bullying has occurred; where it happened and what has happened.
- Reassure your child that he/she has done the right thing to tell you about the bullying.
- Explain to your child that should any further incidents happen he/she should report them to their teacher immediately.
- Together identify those places where the bullying takes place and work out a way to avoid them. If this is not possible advise that they make sure that there are other trusted people about.
- Advise your son or daughter not to try and buy the bully off with sweets or other “presents” and not to give in to demands of money.
- Make an appointment to meet with 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.
- Make a note of what action the school is going to take.

- Ask if there is anything you can do to help your child or the 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 meet with the Headteacher.
- If this does not help, write to the Chair of Governors explaining your concerns.

If problems are occurring outside of school contact a solicitor and/or the police.

Do not encourage your child to hit back. It will only make matters worse. More positively encourage your child to recruit friends. A child who has children is less likely to be bullied.

**If your child is bullying other children:**

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

Children sometimes bully other children because:

- They do not know that it is wrong.
- They are copying older brothers or sisters.
- 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 he /she is doing is unacceptable and makes other children unhappy.
- Discourage other members of the family from bullying behaviour or from using aggression or force to get what they want.
- Show your child how he/she can join in with other children without bullying.
- Make an appointment to see your child's teacher. Explain to the teacher the problems your child is experiencing; discuss with the teacher how you and the school can stop your child 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.

### **Guidance for Teaching and Non Teaching Staff:**

- Watch out for early signs of distress in pupils – deterioration in work, spurious absences, isolation, the desire to remain with adults, the desire to stay in at break times, erratic attendance.
- When someone is being bullied or is in distress, take action.
- Listen carefully and record all incidents.
- Offer the victim immediate support and help by putting the school's procedures into operation. (As outlined in the anti-bullying policy)
- With the victim and their parents / carers work out a plan of action.
- Ensure all the pupils in your class are aware of the school's anti-bullying policy. Pupils need to know how to deal with bullying. This can be done through assemblies, circle time, curriculum areas egg Literacy Hour.