



Holy Family Catholic Primary School

Anti-Bullying Policy

“Together with Jesus, we grow in love.”

Overview

This policy aims to embed anti-bullying action in school according to the guidance in Department for Education publication “Preventing and Tackling Bullying in Schools” (DfE August 2013- updated November 2014). In line with our Mission Statement, “Together with Jesus, we grow in love,” Holy Family’s anti-bullying policy reflects the values we hold as a Catholic school.

Our **Anti-Bullying Policy** is part of our strategy to develop a positive learning environment and ethos for all our pupils.

Definition of Bullying

Bullying is deliberately hurtful behaviour, repeated over a period of time. It can take many forms, but the three main types are physical (e.g. hitting, kicking, theft), verbal (e.g. name calling, racist remarks, gender remarks) or silent (e.g. spreading rumours, excluding someone from social groups).

Single incidences of verbal or physical attack, and behaviour which is hurtful but not intentional should also be taken seriously and dealt with effectively through behaviour and restorative practice procedures.

Inclusion

Our school is an inclusive school and in each class there are children with a range of additional needs including ADHD, Dyslexia, Speech and Language, ASD and moderate learning difficulties. Our school recognises that children, with these different needs, benefit from a modified behaviour procedure.

Aims

All those involved in the life of the school have a collective responsibility for ensuring good behaviour. We have a duty to demonstrate through our actions and attitudes the Christian values which underpin all our work. High standards of behaviour, work and respect for each other depends on the example we all give to pupils.

Everyone at Holy Family is dedicated to fulfilling the school aims as outlined by our Mission Statement:

- To show love to our peers, staff and our wider community.
- To reverently participate in and lead collective worship each day, showing respect to all faiths.
- To reflect on our choices, saying sorry through word, action and forgiveness of others.
- To provide opportunities to excel across a broad and balanced curriculum.
- To work together, learning from our challenges and mistakes.
- To be a welcoming community that reaches out to all.
- To celebrate diversity in school and community.
- To provide a brighter future for all.

Anti-Bullying aims:

- To eradicate instances in which pupils are subjected to bullying in any form
- To establish appropriate means of providing after-care should an incident of bullying occur

Expectations

Expectations of Staff

- Staff must act firmly against bullying wherever and whenever it appears.
- Individual members of staff must be alert to signs of bullying and act promptly and firmly against it.

Expectations of Children

It is important that our children should:

- Be involved in the development and reviewing of anti-bullying policies and practice
- Learn about what constitutes bullying and what to do about it
- Have opportunities to develop the skills to resist bullying and to deal with bullying
- Be aware that knowing about bullying by or to others and doing nothing is unacceptable

Expectations of Parents

- Parents' role is to help the school to deal with bullying. Parents should:
- Discourage their children from using bullying behaviour at school, at home or elsewhere

Expectations of Governors

The Governors' role is to ensure that the school has a policy and that the policy is operated by all staff effectively. To ensure this the governing body should:

- Review the school's bullying policy regularly
- Consult all interested parties in revising the policy as necessary
- Help to explain the policy to all interested parties
- Ask for information to enable it to monitor the implementation and evaluate the effectiveness of the policy

All members of Holy Family School Community:

- Listen carefully to each other
- Be polite and helpful at all times
- Be kind and friendly in what we say and do
- Try our very best in all we do
- Respect everyone and celebrate their differences
- Take care of everything in our school.

Procedures for Dealing with Bullying

All incidents of bullying will be recorded and monitored using restorative practice procedures. The record includes details about the nature of the incident, a note of the action taken and a list of people who were notified.

When an allegation has been made, the following procedure should be followed, using the restorative questions familiar with all staff:

- Discussions with the victim. This will require patience and understanding. Remember - Listen, believe, act.
- Identify the bully/bullies.
- Discussions with the bully/bullies. Record evidence (pupils, class, date, incident, type of alleged bullying, discussion and sanctions). This record will be reviewed regularly to see if any patterns are evident involving the same child/ children.
- Make it clear that bullying is not acceptable at Holy Family Catholic Primary School.
- Inform Senior Leadership and give written ascertained details.
- Separate discussions with parents of bully and victim.
- Where patterns are evident, evidence will be recorded on safeguarding record sheet and passed on to safeguarding officers.
- Decide on the course of action and what support is needed.
- Continue monitoring the situation by observing at playtimes/lunchtimes and having discussions with the victim to ensure no repetition.

In the Early Years Foundation Stage staff will record any incidents between children, or information from parents about the alleged treatment of their child by others in a confidential diary. Incidents will be recorded following the guidelines for Key Stages 1 and 2, but dealt with in an age appropriate way. This record will be reviewed regularly to see if any patterns emerge involving the same child/children.

Recording Bullying

Recording incidents is very important as it helps to identify any patterns regarding bullying behaviour.

If a staff member feels that the situation is of a serious nature and requires further action, it will be passed on to the Head or Deputy Headteacher and they will attend to the matter either with the member of staff concerned or on their behalf. In order to monitor the frequency with which incidents of bullying take place, staff will record them including the following information: -

- The pupil's name
- Their class
- Brief details about the alleged incident
- Who dealt with it
- What action was taken

The Headteacher has a duty to record and report incidents of racism to the Governing body. The Headteacher must decide when to report an incident of bullying to the Police or other authorities depending on the seriousness of the incident and other circumstances.

The Headteacher will also need to decide if there is a need to involve other external services to support a child.

Preventative Strategies

The main ways to prevent bullying are to create an ethos that follows our Code of Conduct, where pupils treat each other and school staff with respect, and also to teach children about the importance of understanding and accepting differences between people. This may be done in discrete PSHE lessons and assemblies or in class in order to respond to specific situations. We also believe it necessary to regularly teach about the dangers of cyber-bullying. **Tackling cyberbullying - directly links to Online Safety Policy and Parent Code of Conduct.**

All classes have an elected School Council member who can convey pupil ideas and suggestions for creating a caring and stimulating learning environment. The School Council meet regularly with staff and Governors to offer pupil suggestions.

Staff members encourage children to report bullying and create a positive and safe environment where pupils' concerns can be expressed and problems solved without fear of victimisation

Monitoring and Review

The new OFSTED framework (2012) now includes "Behaviour and Safety" as one of its key criteria for inspections. The school must be able to demonstrate the impact of its Anti-Bullying Policy. In order to do this, the school will monitor and evaluate the policy regularly.

Pupils in all year groups will be asked to complete questionnaires regularly. The results of these will be analysed and shared with staff, pupils and parents. Records of any bullying incidents will be reviewed in order to monitor and assess any increase in frequency or type of bullying being reported. Parents are encouraged to report immediately any concerns they may have about behaviour. Parental questionnaires will be given when the Headteacher requires a formal review of the school's policy and procedures.

Visitors and Resources

External contributors (e.g. Bullybusters, NSPCC) are used to provide opportunities to develop a greater understanding of bullying, to develop the skills to resist bullying and to deal with bullying. Prior to the visit, we expect that teachers should ensure that learning objectives and outcomes have been agreed. Teachers should always be present to manage the learning. It is also very important for external contributors, to be clear about confidentiality rules and that whilst working in the classroom, they are bound by our *school's* confidentiality policy, not their own.

Confidentiality

We will set the ground rules at the start of every lesson to ensure adults and pupils are clear about what can and cannot be kept confidential and how important that is for safety.

We will ensure confidentiality by recording specific concerns and reporting them to Safeguarding Officers, Mrs Davidson, Mrs Snell and Mrs Clein, as soon as possible. All staff have had training about confidentiality and safeguarding during 2017-2018.

Links with other policies

This policy supports and complements the following policies: R.E., Confidentiality, Relationships and Sex Education, Drug Education, Safeguarding, Behaviour, PSHE and citizenship, Science and Food.

**November 2017 Review
Cycle:**

**Every three
years**

Reviewed April 2019