BLESSED SACRAMENT CATHOLIC PRIMARY SCHOOL
Anti-bullying Policy

Summer 2016

1. Position and values

The Blessed Sacrament is a Voluntary Aided Catholic School. We aim to maintain a happy, self-disciplined environment in which every child can reach their full potential. To this end, members of staff should teach the children to understand and respect school rules, respect and care for one another and to take pride in themselves and their school.

The anti-bullying strategy within the school fully reflects our Catholic ethos, with reconciliation at its heart. This policy will help staff to achieve the vision set out in The Mission Statement and will ensure that the school provides an environment where every child can feel:

- safe

- healthy

- able to enjoy and achieve

- able to contribute to future economic well-being

- able to make a positive contribution.

To protect the rights of all children to have a safe and secure learning environment, Blessed Sacrament will continuously work towards preventing acts of bullying, harassment, and other forms of aggression and violence as these behaviours are unacceptable and interfere with both our school's ability to educate children and a child's ability to learn. If such a case arises, the staff at Blessed Sacrament will follow the anti-bullying guidelines laid out in this policy. This will enable staff to:

- Identify children displaying unacceptable behaviour and know how to support them in order that they develop the necessary skills to participate in the school community effectively and positively

- Keep all other children safe, happy and confident

2. Clarification of terms

Definition of bullying

Bullying behaviour is behaviour which deliberately sets out to hurt and target another person **on more than one occasion**. All children have upsets, disagreements and squabbles; these are not classed as bullying and are dealt with through the Behaviour Policy.

Types of bullying

- **Physical**: Deliberately hurting particular children on a regular, targeted basis

- **Verbal:** Deliberate, targeted and regular hurting of feelings through name-calling etc.

- **Ostracising:** Making someone feel left out and different by deliberately setting out to exclude them regularly

Definition of bullying online

Bullying online is the use of technology such as mobile phones, email, chat rooms or social media sites such as Facebook and Twitter to harass, threaten, embarrass, intimidate or target a child. Unlike physical bullying, online bullying can often be difficult to track as the on-line bully (the person responsible for the acts of online bullying) can remain anonymous when threatening others online, encouraging them to behave more aggressively than they might face-to-face.

Types of online bullying

- **Flaming:** Online arguments usually through emails, instant messaging or chat rooms where angry and rude comments are exchanged.

- **Denigration:** Putting mean online messages through email, instant messaging, chat rooms, or websites purposefully set up to make fun of someone.

- **Exclusion:** Intentionally leaving someone out of a group to which they ordinarily belong such as instant messaging, friend sites, or other online group activities.

- **Outing:** Sharing secrets about someone online including private information, pictures, and videos.

- **Trickery:** Tricking someone into revealing personal information then sharing it with others.

- **Impersonation:** Pretending to be someone else when sending or posting mean or false messages online.

- **Harassment:** Repeatedly sending malicious messages to someone online.

- **Online stalking:** Continuously harassing and denigration including threats of physical harm.

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Actions NOT considered to be bullying

- Not liking or not agreeing with someone

- Being excluded from a game as a one off situation

- Accidentally bumping into someone

- A single act of telling a joke about someone

- Arguments or disagreements

- Expression of unpleasant thoughts or feelings regarding others

- Isolated acts of harassment, aggressive behaviour, intimidation, or meanness

Reasons for bullying

Some reasons why children might bully someone include:

- They think it's fun, or that it makes them popular or cool

- They feel more powerful or important, or they want to get their own way all the time

- They feel insecure or lack confidence or are trying to fit in with a group

- They are fearful of other children's differences

- They are jealous of another child

- They are unhappy

- They are copying what they have seen others do before, or what has been done to them.

The effects of bullying

All forms of bullying cause psychological, emotional and physical stress. Each child's response to being bullied is unique, however some signs that may point to a bullying problem are:

- depression and anxiety

- increased feelings of sadness, helplessness, decreased self-esteem and loneliness

- loss of interest in activities they used to enjoy

- unexplainable injuries

- lost or destroyed clothing, books, electronics, or jewellery

- frequent headaches or stomach aches, feeling sick or faking illness

- changes in eating habits, like suddenly skipping meals or binge eating. Children may come home from school hungry because they did not eat lunch

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- difficulty sleeping or frequent nightmares

- decline in standard of work (including presentation) / attainment, loss of interest in schoolwork, or not wanting to go to school

- frequent absence or pattern of absence (e.g. every Tuesday)

- sudden loss of friends or avoidance of social situations

- self-destructive behaviours such as running away from home, harming themselves, or talking about suicide.

3. Roles and responsibilities

The Education Act 2002, Education and Inspections Act and Equalities Act 2006 all make reference to a school's legal responsibility to prevent and tackle bullying. By law, all state schools must have a behaviour policy in place and displayed on their website and must also follow anti-discrimination law. This means staff must act to prevent discrimination, harassment and victimisation within the school. Additionally Blessed Sacrament has developed this anti-bullying policy, a copy of which is available from the school office and on the school website for parents, staff and pupils to access when and as they wish.

Schools have the legal power to make sure pupils behave and do not bully outside of school premises, for example on public transport or in nearby public communal areas. If seen as appropriate the Headteacher (or the Deputy head in his/her absence) can choose to report bullying to the police or local council. During school hours, including while pupils are taking part in school visits, after school clubs and in using IT, the school has a direct responsibility to ensure children feel safe and secure.

The role of Governors

The Governing Body supports the Headteacher in all attempts to eliminate bullying from the school. The Governing Body will not condone any bullying at all, 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 regularly. The Governors require the Headteacher to keep accurate records of all incidents of bullying and to report to the them on request about the effectiveness of the school's anti-bullying strategies.

A parent/carer who is dissatisfied with the way the school has dealt with a bullying incident can make a complaint to the Chair of Governors. The complaint will be dealt with in accordance with the complaints policy which can be accessed from the school's website.

The role of the Headteacher

It is the responsibility of the Head Teacher to implement the school's anti-bullying strategy and to ensure that all stakeholders are aware of the school policy, and that they know how to identify and deal with incidents of bullying. The Headteacher will report to the Governing Body about the effectiveness of the anti-bullying policy on request.

It is the Headteacher who must ensure that all children know that bullying is wrong, and that it is unacceptable behaviour in school. The Headteacher will draw the attention of children to this fact at suitable moments. For example, the Headteacher may decide to use an assembly as the forum in which to discuss with the children why bullying is wrong.

The Headteacher will ensure that all members of staff receive sufficient training to be equipped to identify and deal with all incidents of bullying.

The Headteacher will set 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 staff

Members of staff will do all that they can to eradicate bullying; they will ensure that they follow the school's anti-bullying policy.

All members of staff will routinely attend training that equips them to identify bullying and to follow school policy and procedures with regard to behaviour management.

Staff will use a range of methods to help prevent bullying and to establish a climate of trust and respect for all. They will use drama, role-play, stories etc. within the curriculum, to help pupils understand the feelings of bullied children and to practise the restraint required to avoid lapsing into bullying behaviour. Ring fenced time will also be used to praise, reward and celebrate the successes of all children, and thus to help create a positive atmosphere.

Members of staff will keep a vigilant watch on suspected 'bullies'; any incidents will be handled carefully. It is important that the child responsible for initiating the bullying is dealt with appropriately. When a bullying incident is reported by children, or parents, the staff dealing with the incident will need to collect all the relevant information and then provide the Headteacher with a written copy of investigations in order that he/she can decide on any further action. All cases are individual and various strategies will be employed by the Headteacher to address the issue.

Teachers and support staff will do all they can to support a child who is being bullied.

Bullying in the workplace

Incidents, where it has been deemed that a member of staff has been bullying a child, will be taken very seriously. The Headteacher, with the support of the governing body, will deal with this; formal action will be taken where necessary. Such action will also be taken if it is deemed that a member of staff is bullying other members of staff.

In the event of the Headteacher being involved in such incidents, reports will be given immediately to the chair of governors who will also take formal action where necessary.

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The role of parents/carers

Parents/carers, 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 in a calm manner. If they are not satisfied with the action taken they should contact the Phase leader and then the Headteacher. If they remain dissatisfied, they should follow the procedure detailed above. Parents/carers have a responsibility to support the school's anti-bullying policy by actively encouraging their child to be a positive member of the school and this expectation of support is outlined in the home/school agreement.

The role of pupils

Pupils are encouraged to tell somebody they trust if they are being bullied, and if the bullying continues they must keep on letting people know; the children are taught a number of strategies to help them with this.

Pupils are also encouraged to participate fully in activities that raise their awareness about bullying in order that they clearly understand what to do if they, or another child, are being bullied.

4. Online bullying

Blessed Sacrament has a separate policy related to online safety addressing the use of mobile technology, social media, appropriate online activity, security, access and monitoring procedures in place. (School Online Safety Policy, March 2016) The ICT code of conduct is displayed prominently in all classrooms and is explained and discussed with pupils whenever the opportunity arises Eg: in assemblies, PSHE classes, ICT classes and in lesson time / during theme weeks as appropriate (Anti-bullying week / Online safety week).

5. Reporting, sanctions and monitoring

How to report bullying

When a member of staff is made aware of a perceived bullying incident, they should complete the abc proforma established in school used for behaviour monitoring (See Behaviour Policy).

1. All the relevant information must be completed on the abc form, which will then be filed in the class behaviour file.
2. The Learning Mentor will carry out an investigation and, in discussion with the class teacher, will pass on a copy of the incident to the Headteacher. The Headteacher may delegate this to Phase leaders to deal with if he / she deems appropriate to do so.
3. The Headteacher has overall day-to-day responsibility for dealing with reported incidents and will decide on any further actions.

Procedures

The following steps must be taken when dealing with incidents which have been identified and classified as bullying:

1. A clear account of the incident will be recorded in writing either by the victim or the member of staff recording the victim's verbal statement
2. The Learning Mentor or class teacher will interview all concerned and will record the incident in the class behaviour file.
3. A list at the front of the file will record the name of victim(s) and perpetrator(s). (See appendix 1)
4. Parents will be kept informed by the Learning Mentor, Behaviour Lead, Class Teacher or Head Teacher
5. All phase staff will be kept informed and asked to monitor the situation
6. A range of sanctions will be used as appropriate and in consultation with all parties concerned. These sanctions could include: detention, verbal or written warnings, restrictions of break and lunchtime activities, fixed term and in the event of persistent bullying, permanent exclusion. Where appropriate the Headteacher may inform the police.
7. The Learning Mentor will use restorative approaches (if deemed appropriate).
8. Parents of all parties will be notified and informed of any actions.
9. There will be an annual audit and analysis of incident logs and interventions to continually improve practice by the PHSE leader.
10. Children will complete a questionnaire twice a year; the results of which will be shared with all staff
11. The member of staff with responsibility for Anti-Bullying will consult on a one-to-one basis with children / staff outcomes from the questionnaire

This school has set procedures to follow in implementing sanctions where a bullying incident has occurred, as described above sanctions are applied in appropriate proportion to the event. In the event of all other avenues being exhausted, or in particularly serious cases that lead to exclusion, Governors will examine the evidence that a wide range of strategies had been tried and failed to affect a positive change in the bullying behaviour.

Monitoring, evaluation and review

1. Governors, the Head Teacher and relevant staff will review this policy annually and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the school.
2. The school council will review the effectiveness of the policy annually and their views given to the Head Teacher.
3. A bullying specific pupil questionnaire will be given to a representative cross section of pupils annually. The resulting data will be considered in the annual policy review and reported to the Governors Curriculum Committee.
4. A record of all bullying incidents will be kept in class behaviour files and on pupil's records if a perpetrator.
5. The numbers of incidents will be reported to Governors through the Headteacher's report termly.
6. Bullying data will be analysed to reflect and re-design further strategies to improve procedures

6. Strategies to reduce bullying

Blessed Sacrament has adopted a range of strategies to prevent and reduce bullying, to raise awareness of bullying and support victims and those displaying bullying behaviour, including:

- the consistent promotion of the school's code of behaviour which requires all pupils to respect the rights of others
- the reinforcement of the clear message that violence has no place at Blessed Sacrament
- consultation with the School Council on appropriate action
- take part in initiatives such as Anti-Bullying Week
- training for all members of staff on anti-bullying policy and strategy
- the supervision by school staff of all play areas at lunch times and breaks
- buddies for KS2 children at play times
- providing information to all parents on the symptoms of bullying and the steps to take if the suspect their child is being bullied
- a clear policy of mobile phones not permitted to be in use during school hours
- the celebration of all pupil's backgrounds and cultures through assemblies and in discrete lessons (RE, PE, Literacy, Art etc)
- during assemblies and PHSE lessons, discuss and explore bullying issues with the children
- raising awareness of online bullying and teaching children to safely use technology (including mobile phones, email, internet)
- all websites accessed in school are screened. This software screens the language used in all documents, emails and websites. Rude or offensive emails, websites, suspicious activity and documents will be collated through the web filter by the ICT HLTA weekly and reported to the Head Teacher. Action will be taken and recorded
- effective recording systems
- work with multi-agency teams including police and children's services as appropriate
- contact the parents of both the child being bullied and the bully
- challenge sexual content within verbal abuse especially challenging the word 'gay' and other homophobic language.

PHSE Leader: Alison Nightingale
Implementation and Approval: Summer Term Curriculum Committee 2016
Review: Summer Term Curriculum Committee 2018

4. Useful websites

www.bullying.co.uk
www.anti-bullyingalliance.org.uk
www.childline.org.uk
www.kidscape.org.uk
www.each.education
www.youngminds.org.uk
www.youngstonewall.org.uk
www.nspcc.org.uk
www.stoptextbully.com
www.beyondbullying.com
www.childnet-int.org
www.cyberbullying.org
www.chatdanger.com
www.thinkuknow.co.uk

Signed by

_____ **Chair of governors**

_____ **Date**

_____ **Headteacher**

_____ **Date**

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APPENDIX 1

Date	Incident Number	Victim	Incident Number	Perpetrator
18/03/16	1	Joe Bloggs	1 1	John Smith Mick Mack

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