



## ST DUNSTAN'S, CHEAM, C of E PRIMARY SCHOOL

**Policy Subject: ANTI- BULLYING**

**Date: July 2023**

**Review Date: July 2026**

### **Vision Statement**

**'St Dunstan's – a thriving Christian school, guided by the Good Shepherd, founded on faith, inspiring the best in everyone.'**

For all members of our school family we celebrate:

- excellent achievement and progress in all that we do
- learning for life in all its fullness
- Christian values alive within our school
- being at the heart of our community

This policy is based on DfE guidance "Preventing and Tackling Bullying" July 2017 and supporting documents. It also considers the DfE statutory guidance "Keeping Children Safe in Education" 2022.

### **Statement of Intent:**

St Dunstan's CE Primary School is committed to providing a warm, caring and safe environment for all children so that they can learn and play in a relaxed and secure environment. Bullying of any kind is unacceptable and will not be tolerated. All incidents of bullying are taken seriously. Bullying hurts. No-one deserves to be a target of bullying. Everyone has a right to be treated with respect and pupils who are bullying others need to learn different ways of behaving. We acknowledge that bullying does happen from time to time. Bullying in any form results in children or adults feeling hurt and upset, bewildered and/or frightened. Children who are being bullied feel powerless to stop it happening. When it does occur, everyone should be able to tell and know that incidents will be dealt with promptly and effectively in accordance with this policy.

### **What is bullying?**

Bullying can be defined as "behaviour by an individual or a group, repeated over time that intentionally hurts another individual either physically or emotionally". (DfE "Preventing and Tackling Bullying", July 2017)

Bullying can include physical and emotional abuse such as name calling, taunting, mocking, making offensive comments, kicking, hitting, taking belongings, producing offensive graffiti, gossiping, peer isolation (e.g. excluding people from groups) and spreading hurtful and untruthful rumours.

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The same unacceptable behaviours can be expressed online; this is sometimes called online bullying or cyberbullying. Specifically this can include sending offensive, upsetting and inappropriate messages by phone, text, instant messenger, through gaming, websites, social media sites and apps, and sending offensive or degrading photos or videos.

St Dunstan's CE Primary School recognises that bullying can be emotionally abusive and can cause severe and adverse effects on children's emotional development.

Bullying is recognised by St Dunstan's as being a form of child on child abuse; children can abuse other children.

- Abuse is abuse and it should never be tolerated or passed off as "banter", "just having a laugh" or "part of growing up".
- We recognise that even if there are no reports of bullying, it does not mean it is not happening and it may be the case that it is just not being reported.
- All victims will be taken seriously and offered appropriate support, regardless of where the abuse takes place.

### **Forms and types of bullying covered by this policy**

Bullying can happen to anyone. This policy covers all types and forms of bullying including but not limited to:

- Bullying related to physical appearance
- Bullying of young carers, children in care or otherwise related to home circumstances
- Bullying related to physical/mental health conditions
- Physical bullying (pushing, kicking, hitting, punching or any use of violence and taunting)
- Emotional bullying (being unfriendly, excluding, tormenting, threatening behaviour)
- Verbal (name calling, sarcasm, spreading rumours, teasing and making threats)
- Indirect spreading stories, excluding someone from social groups.
- Extortion (demanding money/goods with threats)
- Sexualised bullying/harassment
- Bullying via technology, known as online bullying or cyberbullying
- Prejudiced-based and discriminatory bullying (against people/pupils with protected characteristics) which may include:
  - Bullying related to race, religion, faith and belief and for those without faith
  - Bullying related to ethnicity, nationality or culture
  - Bullying related to Special Educational Needs or Disability (SEND)
  - Bullying related to sexual orientation (homophobic/biphobic bullying)
  - Gender based bullying, including transphobic bullying
  - Bullying against teenage parents (pregnancy and maternity under the Equality Act).

### **Aims and Purposes of the policy**

The aim of this policy is to prevent and deal with any behaviour deemed as bullying. The implementation of this policy ethos where bullying is regarded as unacceptable so that a safe and secure environment is created for everyone to learn and work in. The parable of the lost sheep demonstrates the love and compassion that God shows to everyone regardless of our differences and that all members of the school community have a

responsibility to recognise bullying when it occurs and take appropriate action in accordance with this policy. This happens in the following ways:

- All governors, teaching and non-teaching staff, pupils and parents/carers will have an understanding of what bullying is.
- All governors, teaching and non-teaching staff will know what the school policy is on bullying and will consistently and swiftly follow it when bullying is reported.
- All pupils and parents/carers will be assured that they will be supported when bullying is reported.
- Whole school initiatives (staff CPD, workshops etc) and proactive teaching strategies (PSHE lessons) will be used throughout the school to reduce opportunities for bullying to occur and to promote healthy relationships.
- A positive, caring ethos is created within the school environment where everyone can work, play and express themselves, free of fear of being bullied.

### **Links with other school policies and practices**

This policy links with several school policies, practices and action plans including:

- The school's vision statement
- Behaviour and discipline policy – classroom & playground behaviour ladders
- Complaints policy
- Child protection policy
- Confidentiality policy
- Equal Opportunity policy
- Inclusion policy
- Online safety and Acceptable Use Policies
- Curriculum policies, such as: PSHE and computing

### **Links to legislation**

There are several pieces of legislation which set out measures and actions for schools in response to bullying, as well as criminal and civil law. These may include (but are not limited to):

- The Education and Inspection Act 2006, 2011
- The Equality Act 2010
- The Children Act 1989
- Protection from Harassment Act 1997
- The Malicious Communications Act 1988
- Public Order Act 1986

### **Preventing Bullying**

#### **Environment**

The whole school community will:

- o Create and support an inclusive environment which promotes a culture of mutual respect, consideration and care for others, which will be upheld by all.
- o Recognise that bullying can be perpetrated or experienced by any member of the community, including adults and children (child on child abuse).
- o Recognise the potential for children with Special Educational Needs and Disabilities (SEND) to be disproportionately impacted by bullying and will implement additional pastoral support as required.
- o Recognise that bullying may be affected and influenced by gender, age, ability and culture of those involved.
- o Openly discuss differences between people that could motivate bullying, such as: children with different family situations, such as looked after children or those with caring

responsibilities, religion, ethnicity, disability, gender, sexuality or appearance related difference.

- o Challenge practice and language (including 'banter') which does not uphold the school values of tolerance, non-discrimination and respect towards others.

- o Be encouraged to use technology, especially mobile phones and social media, positively and responsibly.

- o Work with staff, the wider community and outside agencies to prevent and tackle concerns including all forms of prejudice-based and discriminatory bullying.

- o Actively create "safe spaces" for vulnerable children and young people.

- o Celebrate success and achievements to promote and build a positive school ethos.

### Policy and Support

The whole school community will:

- o Provide a range of approaches for pupils, staff and parents/carers to access support and report concerns.

- o Regularly update and evaluate our practice to consider the developments of technology and provide up-to-date advice and education to all members of the community regarding positive online behaviour.

- o Take appropriate, proportionate and reasonable action, in line with existing school policies, for any bullying brought to the schools' attention, which involves or affects pupils, even when they are not on school premises; for example, when online, etc.

- o Implement appropriate disciplinary sanctions; the consequences of bullying will reflect the seriousness of the incident, so that others see that bullying is unacceptable.

- o Use a variety of techniques to resolve the issues between those who bully, and those who have been bullied.

### Education and Training

The school community will:

- o Train all staff, including teaching staff, support staff (e.g. administration staff, lunchtime support staff and site support staff) and pastoral staff, to identify all forms of bullying and take appropriate action, following the school's policy and procedures, including recording and reporting incidents.

- o Consider a range of opportunities and approaches for addressing bullying throughout the curriculum and other activities, such as: through displays, assemblies, peer support, the school/student council, etc.

- o Collaborate with other local educational settings as appropriate, and during key times of the year, for example during transition.

- o Ensure anti-bullying has a high profile throughout the year, reinforced through key opportunities such as anti-bullying week

- o Provide systematic opportunities to develop pupils' social and emotional skills, including building self-esteem.

### Involvement of Pupils

We will:

- o Involve pupils in policy writing and decision making, to ensure that they understand the school's approach and are clear about the part they play in preventing bullying.

- o Canvas pupils' views on the extent and nature of bullying.

- o Ensure that all pupils know how to express worries and anxieties about bullying.

- o Ensure that all pupils are aware of the range of sanctions which may be applied against those engaging in bullying.

- o Involve pupils in anti-bullying campaigns in schools and embedded messages in the wider school curriculum.

- o Utilise pupil voice in providing pupil led education and support
- o Publicise the details of internal support, as well as external helplines and websites.
- o Offer support to pupils who have been bullied and to those who are bullying to address the problems they have.

#### Involvement and Liaison with Parents and Carers

We will:

- o Take steps to involve parents and carers in developing policies and procedures, to ensure they are aware that the school does not tolerate any form of bullying.
- o Ensure all parents/carers know who to contact if they are worried about bullying and where to access independent advice.
- o Work with all parents/carers and the local community to address issues beyond the school gates that give rise to bullying.
- o Ensure that parents work with the school to role model positive behaviour for pupils, both on and offline.
- o Ensure all parents/carers know about our complaints procedure and how to use it effectively, to raise concerns in an appropriate manner.

### **Responding to Bullying Concerns**

The following steps will be taken when dealing with any incidents of bullying reported to the school:

- o If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached or witnessed the concern.
- o The school will provide appropriate support for the person being bullied – making sure they are not at risk of immediate harm and will involve them in any decision-making, as appropriate.
- o The DSL will be informed of all bullying concerns, especially where there may be safeguarding issues.
- o The headteacher, Designated Safeguarding Lead (DSL) or another appropriate member of leadership staff will interview all parties involved.
- o A clear and precise account of bullying incidents will be recorded by the school on CPOMS. This will include recording appropriate details regarding decisions and action taken.
- o The school will speak with and inform other staff members, where appropriate.
- o The school will ensure parents/carers are kept informed about the concern and action taken, as appropriate and in line with child protection and confidentiality policies.
- o Appropriate sanctions and support, for example as identified within the school behaviour policy and child protection policy, will be implemented in consultation with all parties concerned.
- o If necessary, other agencies may be consulted or involved, for example Early Help if a child is felt to be at risk of significant harm.
- o Where the bullying of or by pupils takes place off school site or outside of normal school hours (including cyberbullying), the school will ensure that the concern is fully investigated and responded to in line with this policy, our Online Safety Policy and the school behaviour policy. If required, the DSL will collaborate with DSLs at other settings.

#### Cyberbullying

When responding to cyberbullying concerns, the school will:

- o Act as soon as an incident has been reported or identified.
- o Provide appropriate support for the person who has been cyberbullied, and work with the person who has carried out the bullying to ensure that it does not happen again.
- o Encourage the person being bullied to keep any evidence (screenshots) of the bullying activity to assist any investigation.

o Take all available steps where possible to identify the person responsible.

This may include:

- looking at use of the school systems
- identifying and interviewing possible witnesses
- contacting the service provider if necessary.

o Work with the individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation.

This may include:

- Support reports to a service provider to remove content if those involved are unable to be identified or if those involved refuse to or are unable to delete content.
- Confiscating and searching pupils' electronic devices, such as mobile phones, in accordance with the law and the school searching and confiscation policy. (We will access the DfE 'Searching, screening and confiscation at school' and Childnet cyberbullying guidance to ensure that the school's powers are used proportionately and lawfully).
- Requesting the deletion of locally-held content and content posted online if they contravene school behavioural policies.

o Where an individual can be identified, the school will ensure that appropriate sanctions are implemented to change the attitude and behaviour of the bully, as well as ensuring access to any additional help or support they may need.

o Inform the police if a criminal offence has been committed.

o Provide information to staff and pupils regarding steps they can take to protect themselves online. This may include:

- advising those targeted not to retaliate or reply.
- providing advice on blocking or removing people from contact lists.
- helping those involved to consider and manage any private information they may have in the public domain.

## **Supporting Pupils**

**Pupils who have been bullied** will be supported by:

o Reassuring the pupil and providing immediate pastoral support.

o Offering an immediate opportunity to discuss the experience with their teacher, the DSL, or a member of staff of their choice.

o Being advised to keep a record of the bullying as evidence and discuss how to respond to any further concerns.

o Working towards restoring self-esteem and confidence.

o Providing ongoing support. This may include working and speaking with staff, offering formal counselling, engaging with parents and carers.

o Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this could include support through Early Help or Integrated Children Services or support through the Children Mental Health Service (CMHS).

**Pupils who have perpetrated bullying** will be helped by:

o Discussing what happened, establishing the concern and the need to change.

o Informing parents/carers to help change the attitude and behaviour of the child.

o Providing appropriate education and support regarding their behaviour or actions.

o If online, requesting that content be removed and reporting accounts/content to service provider.

o Sanctioning, in line with school behaviour/discipline policy. This may include:

- official warnings
- internal exclusions
- removal of privileges (including online access when encountering cyberbullying concerns)
- in extreme or repeated cases, fixed-term or permanent exclusions.

o Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this may include involvement from the Police or referrals to Integrated Children Services or Early Help or support through the Children and Young People's Mental Health Service (CAMHS).

### **Supporting Adults**

Our school takes measures to prevent and tackle bullying among pupils; however, it is equally important to recognise that bullying of adults, including staff and parents, whether by pupils, parents or other staff members, is unacceptable.

**Adults who have been bullied** or affected will be supported by:

- o Offering an immediate opportunity to discuss the concern with the designated safeguarding lead, a senior member of staff and/or the headteacher.
- o Advising them to keep a record of the bullying as evidence and discuss how to respond to future concerns.
- o Where the bullying takes place off school site or outside of normal school hours (including online), the school will still investigate the concern and ensure that appropriate action is taken in accordance with the schools' behaviour and discipline policy.
- o Reporting offensive or upsetting content and/or accounts to the service provider, where the bullying has occurred online.
- o Reassuring and offering appropriate support eg union or professional organisation.
- o Working with the wider community and local/national organisations to provide further or specialist advice and guidance.

**Adults who have perpetrated the bullying** will be helped by:

- o Discussing what happened with a senior member of staff and/or the headteacher to establish the concern.
- o Establishing whether a legitimate grievance or concern has been raised and signposting to the school's official complaints procedures.
- o If online, requesting that content be removed. o Instigating disciplinary, civil or legal action as appropriate or required.

### **Records**

A dated written note should be made either in the playground book, school incident book, or personal notes of the class teacher. Children involved complete a 'Problem solving sheet' that is a point of reference for all involved. A copy of this is given to the parents; the original is kept in the class behaviour log or in the phase leader's behaviour log.

Records should include:

- who was allegedly involved
- where and when it happened
- what happened
- what action was taken
- how it was followed up

It is vital that accurate records are kept of incidents and of how the school has responded. These are all documented on CPOMS. In the case of a serious incident this provides evidence should the victim or their family decide to take legal action.

Monitoring and Review:

To ensure this policy is effective, it will be regularly monitored and evaluated. Pupil, staff and parent questionnaires together with CPOMS reports will gauge its effectiveness. A termly report by the Headteacher is issued.

### **Further information support and help**

The following links may provide additional support for pupils, families and staff:

Childline 0800 1111 <https://www.childline.org.uk>

National Bullying Helpline 0300 323 0169 <https://nationalbullyinghelpline.co.uk>

NSPCC 0808 800 5000 <https://nspcc.org.uk>