

## **ANTI-BULLYING POLICY**

*This policy must be read in conjunction with the following policy:*

*Behaviour Policy*

***This policy is applicable to all children in the school including those in the Early Years Foundation Stage***

### **General statement**

Dodderhill encourages and promotes good relationships between children and every allegation of bullying is taken seriously. Bullying is unacceptable and will not be tolerated. The pastoral system of the school and EYFS strives to identify, protect against, reduce and penalise any bullying that may be taking place.

All staff, children and parents should be aware of the negative effects that bullying can have on individuals and the school in general and should work towards ensuring that children can work without fear of bullying.

The Board of Governors will discuss, review and endorse the anti-bullying policy regularly

The Headmistress will determine strategies and procedures in conjunction with the EYFS staff and ensure all staff and children are aware of procedures, provide opportunities to discuss and review the policy, ensure appropriate training for staff and determine how best to involve parents in each individual case

This policy takes in to account the DCSF Guidance '*Safe to Learn – Embedding anti-bullying work in schools*'.

### **Aims and Objectives**

- To show that the school takes bullying seriously and that it will not be tolerated
- To take measures to prevent bullying in school and on off-site activities
- To support everyone in their actions to identify and protect victims of bullying
- To promote an environment where children are encouraged to tell about bullying
- To promote positive attitudes in children

### **Definition of bullying**

Bullying is repeated and targeted actions or remarks intended to hurt another, either physically or emotionally with respect to their race, religion, culture, gender, disability or sexual orientation.

### **Bullying in the EYFS**

If a child were to bully another child or children:

- Staff intervene to stop the child harming the other child or children
- Staff explain to the child doing the bullying why his or her behaviour is inappropriate
- Staff give reassurance to the child or children who have been bullied
- Staff help the child who has done the bullying to say sorry for his or her actions
- Staff make sure that children who bully receive praise when they display acceptable behaviour
- Staff do not label children who bully
- Share all relevant information with parents or carers.

All staff must be aware of any situation that arises and must bring it to the attention of the manager or deputy.

If an allegation of bullying were made by a parent, the nursery manager or EYFS staff record it and notify the headmistress.

## **Types of Bullying**

Bullying can involve manipulating a third party to tease or torment someone. It can involve support that falls short of direct participation. Bullying is often hidden and subtle. It can also be overt and intimidatory. It can take the following forms

**Physical:** Pushing, kicking, hitting, pinching, pulling hair, hiding or damaging possessions or any other form of violence or threats

**Verbal:** Name-calling, sarcasm, spreading rumours, persistent teasing

**Social or psychological:** Tormenting, threatening ridicule, humiliation, exclusion from groups or activities, ignoring, rejecting, showing hostility

**Cyber:** Unwanted, threatening or abusive text messages, emails, messaging, social websites photographs

## **Psychological Damage**

Bullying can cause serious and lasting psychological damage and even suicide. Harassment and threatening behaviour are criminal offences. The Anti-bullying Code is displayed in all rooms that are used by children in Year 4 and above as a reminder.

## **Places for Bullying**

Bullying is unlikely in lessons. It is likely to happen at break, lunch times, in after school private study and lesson changeovers; in form bases, after school work areas, toilets, changing rooms, stairs and corridors; on the school field and in play areas.

Staff on duty in play areas or 'on patrol' in the senior school must be mindful of bullying and look out for behaviour which may constitute or suggest bullying e.g. isolation,

## **Signs of Bullying**

Bullied children may show tell tale signs and so staff should be vigilant for:-

- Changes of behaviour
- Illness and unusual absences; late arrival at lessons
- Lack of concentration
- Unwillingness to go to school
- Displays of excessive anxiety, becoming withdrawn or unusually quiet
- Failure to produce work, or producing unusually bad work, or work that appears to have been copied, interfered with or spoilt by others
- Books, bags and other belongings suddenly go missing, or are damaged
- Change to established habits (e.g. giving up music lessons, change to accent or vocabulary)
- Diminished levels of self confidence
- Frequent visits to Matron or the Office with symptoms such as stomach pains, headaches
- Displaying repressed body language and poor eye contact

## **Anti bullying Strategies and Education**

- Suspected bullying will be reported to form teachers
- Children will be encouraged to tell a teacher, an adult, another child if a friend is being bullied
- Form teachers and the PSHE coordinator will provide anti-bullying sessions
- Assemblies, lesson in English and RE will cover 'bullying' issues
- If appropriate, the school forum will discuss 'bullying'
- The Anti-bullying Code is displayed in all rooms that are used by children in Year 4 and above.

## **Support for Bullied Children**

- After discussion with the DH, the form teacher will arrange a 'buddy'
- Bullied children will be given on going support to help them through difficult times
- A mentor teacher or senior child will be arranged

## **Support and Sanctions for Bullies**

Any of the School's sanctions as outlined in the School's Behaviour Policy can be used; the specific sanctions for each incident will be decided in discussions between the Deputy Head and Form Teacher. In cases of serious or repeated bullying the Head will always be involved in deciding the sanction.

- Mentoring to bring about a change in behaviour
- Meeting the victim for a discussion of the issues involved in the presence of form Teacher and a Deputy Head
- Detention after school
- Loss of free time (all breaks) for an extended period
- Suspension (in severe cases)
- Expulsion (in very extreme cases)

#### **Involvement of Parents**

- Parents of the bully and the bullied child will be involved in the solution to the problem as judged appropriate by the Head and Deputies
- Parents of the bully will always be informed in the case of a repeated incident
- When parents report bullying it will be investigated by a Deputy Head with the form teacher; after discussion with the Head the DH will report back to parents
- When parents report bullying but ask that no action be taken the Head will write and confirm that this is their wish and suggest further discussion.

#### **Dealing with Bullying**

All members of staff are expected to be vigilant in ensuring that incidences of any type of bullying are dealt with immediately. Staff should always offer reassurance to bullied children and assure them of continued support from the school. All staff must

- familiarise themselves with the strategy and procedures through training in staff meetings
- deal with any bullying **directly and immediately** by explaining to the children involved why their behaviour is unacceptable and appealing to reason and good sense.
- report any incident together with their actions verbally and in writing to the appropriate Deputy Head and the Form Teacher before **the end of that school day using a “Condoc”**
- be observant and ask children if they suspect any problems, particularly when on duty and around the school out of lesson times
- inform the Head immediately if a racial element is suspected

#### **Form teachers**

- Will liaise with Deputy Head over all incidents involving children in their form
- Be involved in the agreed strategy to find a solution
- Will oversee the strategy to stop the bullying
- Support the bullied child
- Lead anti-bullying discussions in form time as organised by the Deputy Heads

#### **Deputy Heads**

- Will ensure that strategies and procedures are carried out
- Deal with any incidents that are reported
- Will inform the staff who teach the bullied child
- Keep the Head informed by email on the same day and at each stage; a copy of the email is to be filed in the relevant Pastoral Concern Folder
- Discuss with the Head any possible involvement of parents

### A Quick Guide to Dealing with Bullying

Bullying ~ suspected	Bullying ~ observed	Bullying ~ reported
<p>Observe discretely and record on a Condoc</p> <p>Pass Condoc to Deputy Head</p> <p>Copy to Form teacher</p>	<p>Deal with it immediately 'Stop! Be reasonable!'</p> <p>Record details on a Condoc, date &amp; sign</p> <p>Pass to Deputy Head</p> <p>Copy to Form teacher</p>	<p>Reassure bullied child/ their friend or parent</p> <p>Offer support but <b>NOT</b> confidentiality</p> <p>Record details on a Condoc, date &amp; sign</p> <p>Pass to Deputy Head</p> <p>Copy to Form teacher</p>



## **ANTI- BULLYING CODE**

Bullying is repeated and targeted actions or remarks intended to hurt another, either physically or emotionally.

- The School seeks to do everything reasonably possible to provide an environment free from threatening behaviour.
- The School community does not tolerate repeated unkind actions or remarks even if these are not intended to hurt or offend.
  - Such unkind actions or remarks are considered to be bullying
- Children should support each other by making clear that such bullying is unacceptable.
- Bullying is too serious to be allowed to go unreported.
  - Talk to your Form Teacher or senior girl
  - Always remember you can talk to any member of staff
- Bullying is a serious offence and will always be dealt with.
  - Suspension and expulsion will be considered in extreme cases.