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Anti-Bullying Policy

This policy applies to all members of St Peter & St Paul School, including EYFS, and takes into account Preventing and Tackling Bullying (DfE October 2014, 2017) and Cyberbullying: Advice for Headteachers and school staff (2014).

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1.0 Aims of the Policy

St Peter & St Paul School is committed to providing a safe and caring environment that is free from disruption, violence and any form of harassment so that every one of our pupils can develop their full potential. The School expects pupils to treat members of staff with courtesy and respect and show co-operation, so that they can learn in a relaxed, but orderly, atmosphere. All pupils should care for and support each other through following our guiding star principles.

St Peter & St Paul School prides itself on its respect and mutual tolerance. Parents / Carers have an important role in supporting St Peter & St Paul School in maintaining its high standards of behaviour. It is essential that school and home have consistent expectations of behaviour and that they work together in partnership.

This policy is available to parents of pupils and prospective pupils on our website and on request. It is also communicated to all staff and pupils.

We recognise the seriousness of bullying and the harm, both physical and emotional, it may cause to others. Therefore, bullying, harassment, victimisation or discrimination are considered as forms of abuse and will not be tolerated or passed off as “banter” or “part of growing up”. We treat all pupils and parents fairly, with respect, and we expect this to be reciprocated towards each other and the staff. If bullying does occur, all pupils should be able to tell and know that incidents will be dealt with appropriately at the earliest opportunity. We aim to encourage anyone who knows that bullying is happening to tell a member of staff or a responsible adult. This is underpinned through the anti-bullying work within the whole school PSHCE programme and supported by the school’s pastoral care.

- As a school we take bullying seriously. Pupils and parents should be assured that they will be supported when bullying is reported.
- All Trustees, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is.
- All trustees, teaching and non-teaching staff should know what the school policy is on bullying and follow it when it is reported.
- All pupils and parents should know what they should do if bullying should arise.

Bullying, harassment, victimisation and discrimination are unacceptable will not be tolerated.

Any instances will be recorded on the school Management Information System and, where appropriate, will result in disciplinary action.

2.0 Definition of Bullying What is bullying?

Bullying may be defined as the intentional hurting of another pupil or group of pupils physically or emotionally that is repeated over time. It is often motivated by prejudice against particular groups, for example, on grounds of race, religion, culture, sex, gender, homophobia, special educational needs and disability or because a child is adopted or is a carer – it may occur directly or through cybertechnology (social media websites, mobile phones, text messages, photographs and email). Recognising the current KCSIE and being mindful of Child on Child abuse, it could involve physical (including sexual) intimidation, verbal, and emotional means (by excluding, tormenting or spreading malicious rumours). It can involve manipulating a third party to tease or torment someone. It can involve complicity that falls short of direct participation. Bullying is often hidden and subtle; it can also be overt and intimidatory. Bullying can happen anywhere and at any time. It can cause serious and lasting psychological damage and even



suicide. Harassment and threatening behaviour are criminal offences; we always treat it very seriously. It conflicts sharply with the school's stance on equal opportunities, as well as with its social and moral principles. Note: There is no "hierarchy" of bullying; all forms of bullying should be taken seriously and dealt with appropriately.

Where can bullying take place?

- Between pupils
- Between pupils and staff
- Between staff
- By individuals or groups
- Face-to-face
- Indirectly or using a range of cyber bullying methods.

3.0 Definition of Cyberbullying

"Cyberbullying involves the use of information and communication technologies to support deliberate, repeated, and hostile behaviour by an individual or group that is intended to harm others." (W. Belsey, <http://www.cyberbullying.org/>) Cyberbullying can involve Social Networking Sites, like Facebook, Snapchat, Instagram etc. emails and mobile phones (used for messaging and as cameras).

St Peter & St Paul School believes that all members of the school have the right to learn and teach in a safe, supporting environment without fear of being bullied. We are committed to using information and communication technology to promote learning and to equip children with the skills and knowledge to be able to use it safely and responsibly. The school's online safety policy explains the procedures the school has in place to safeguard children online.

Many children get caught up in cyber bullying because they do not think of the consequences of their actions. Parents are advised to monitor the ways in which their child is using the internet, mobile phones and games, and follow any advice given from school.

Cyberbullying includes sending or posting harmful or upsetting text, images, or other messages, using the internet, mobile phones or other communication technology. There are some particular features of cyberbullying that differ from other forms of bullying. These differences should be taken into account when determining how to respond effectively. (See our Online Safety, Child Protection and Safeguarding Policies as appropriate.)

- Impact – the scale and scope of online/cyberbullying can be greater than other forms of bullying because it can invade homes and personal space.
- Targets and perpetrators - the people involved may have a different profile to traditional bullies and their targets.
- Location – the 24/7 and 'anyplace' nature of cyberbullying.
- Anonymity – the person being bullied will not always know who is attacking them.
- Motivation – some pupils may not be aware that what they are doing is bullying.
- Evidence – unlike other forms of bullying, the target of the bullying will have evidence of its occurrence.



3.1 Advice to pupils and parents in relation to cyber bullying

Think before messages are sent. Remember to respect others and what may feel like a joke can be hurtful. What is sent can be spread quickly and stay online forever.

Change passwords regularly and do not share them with others.

Set social networking sites to private and only share mobile numbers with close friends.

- Do not reply to any offensive messages but report them to an adult you trust. Replying to messages, especially with anger, is probably what the bully wants, and by not replying, the bully may think that the message has not been delivered or seen, or that they were not bothered by it.
- Save any offending or abusive messages and give them to a parent or member of staff.
- Block the perpetrators of these messages.
- Report the incidents immediately to a parent, school, mobile phone operator. They will advise whether to take it further to the police.
- Think about the information that they have in the public domain and where they go online.

4.0 Signs and Symptoms of Bullying

Changes in behaviour that may indicate a pupil is being bullied can include:

- Frightened to walk to or from school.
- Unwilling to go to school.
- Feels ill in the morning.
- Frequent absence, erratic attendance, late to lessons.
- Difficulty in sleeping, experiences nightmares or cries at night.
- Changes to their usual routine or established habits (e.g. giving up clubs, changes to vocabulary).
- Begins to underachieve in schoolwork or produces work that appears to have been copied, interfered with or spoilt by others.
- Frequent complaints of medical problems such as stomach pains or headaches.
- Choosing the company of adults of other peer groups.
- Unwilling to join in activities.
- Stops eating; spends a long time in the dining room.
- Changes in behaviour such as stammering, poor eye contact, repressed body language.
- Self-confidence diminishes.
- Becomes aggressive, disruptive or unreasonable.
- Becomes withdrawn, anxious or unusually quiet.
- Becomes over emotional/ bursts into tears.
- Attempts or threatens suicide or runs away.
- Comes home with clothes torn or books damaged.
- Has possessions go 'missing' or damaged.
- Asks for money or starts stealing.
- Has unexplained cuts or bruises.

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.



5.0 Procedures

1. All pupils are encouraged to report any incidents of bullying. They must not be made to feel embarrassed or shy about telling someone. All pupils should feel confident that any allegations of bullying are taken seriously and will be acted upon.
2. Staff must be responsive to any allegations of bullying and the member of staff who is first contacted should report the matter immediately to the class teacher for investigation. Notes should be added to iSAMS. If any incidents are reported by parents, these should also be referred to the class teacher in the first instance.
3. The incident must be investigated by speaking to all parties involved and a summary of the findings and actions taken, recorded on iSAMS. This information must be recorded for all pupils involved.
4. The class teacher is responsible for informing the Senior Teacher and DSL (if considered necessary) of the concerns recorded and what support they have put in place to modify inappropriate behaviour and reassure the child that has reported the incident that they have support.
5. If appropriate, the class teacher will share relevant information with staff to support observations of behaviour or to help implement modifications. They will communicate with parents and keep them up to date with all actions and outcomes as appropriate.
6. If the initial intervention put in place by the class teacher is not as successful as hoped, or when serious incidents occur, the Senior Teacher, Designated Safeguarding Lead or Headteacher will assume responsibility. (This will always be the case if a member of staff reports being bullied). A bullying incident should be treated as a child protection concern where there is reasonable cause to suspect that a child is suffering, or likely to suffer, significant harm.
7. When incidents of bullying occur the parents of the victim and the bully will be informed. If appropriate, the parents will be asked to come into school for a meeting to discuss a satisfactory outcome.
8. Investigations should also be made to find the reasons for the bully's behaviour and support given to correct this behaviour. Sanctions will reflect the seriousness of the incident as laid out in our Behaviour Policy.
9. The victims will be offered support and help for dealing with the bullying.

6.0 Preventative Measures

St Peter & St Paul School takes the following preventative measures:

- All pupils are encouraged to tell a member of staff or a parent at once if they are being bullied or know that bullying is taking place.
- We use assemblies and our PSHCE programme to explain our policy on bullying and to encourage children to speak out and look after each other. Emphasis is also placed on self-esteem and friendship skills, assertiveness and handling conflict.
- Pupils are reminded of our behaviour expectations as outlined in the Behaviour Policy.
- All other opportunities to highlight the issues surrounding bullying in both academic lessons and activities will be utilised to reinforce our intolerance of bullying in line with our Guiding Star of Values.
- All reported incidents are investigated immediately and are subsequently monitored.
- We raise staff awareness through staff meetings, INSET and as part of Safeguarding and Child Protection training. Staff should be aware and vigilant and should aim to uncover bullying when possible.
- All members of staff are made aware that their own conduct is influential and should avoid actions and statements which may imply support for any inappropriate behaviour.



- We will investigate any incidents that take place on school visits and trips, which involve our pupils.
- Certain sites are blocked by our filtering system and our Network Management Company monitors use of the internet. Sanctions are imposed for attempted misuse or misuse of the internet.
- Use of mobile phones are not permitted on site for pupils or on a school trip (day or residential).
- Online Safety is embedded within our computing and PSHCE curriculum.

6.1 Preventative Measures - Cyberbullying

In addition to the preventative measures described above St Peter & St Paul School:

- Expects all pupils to adhere to its 'Acceptable Use Agreement' for the safe use of ICT equipment and the internet.
- Certain sites are blocked by our filtering system and we are able to monitor pupils' usage.
- May impose sanctions for the misuse, or attempted misuse of the internet.
- Offers guidance on the safe use of social networking sites and cyberbullying which covers blocking and removing contacts.
- Offers guidance on keeping names, addresses, passwords, mobile phone numbers and other personal details safe.
- Pupils are not permitted to carry mobile phones or any such devices. Where a pupil has permission to bring such technology into school it must be handed to the office and collected at the end of the day.

If a bullying incident directed at a pupil occurs using email or mobile phone technology either inside or outside of school time, staff will:

1. Advise the pupil not to respond to the message.
2. Refer to relevant policies including online safety/acceptable use, anti-bullying and PHSE and apply appropriate sanctions.
3. Secure and preserve any evidence.
4. Notify parents of the children involved.
5. Consider informing the Local Authority online safety officer or the Police depending on the severity or repetitious nature of the offence.

If malicious or threatening comments are posted on an internet site about a pupil or member of staff:

1. Inform and request the comments be removed if the site is administered externally.
2. Secure and preserve any evidence.
3. If appropriate, send all evidence to CEOP at www.ceop.gov.uk/contact_us.html.
4. Endeavour to trace the origin and inform the Police as appropriate.
5. Inform the online safety officer.

Children should be confident in a no-blame culture when it comes to reporting inappropriate incidents involving the internet or mobile technology: they must be able to do this without fear



7.0 Advice

7.1 Advice to Pupils

It is right to tell an adult or friend you trust straight away that you or others are being bullied. You will be listened to and your concern will be taken seriously.

- Tell yourself you do not deserve to be bullied and that it is wrong.
- Ignore the bully; pretend not to hear and try not to show you are upset.
- Walk away quickly; use body language to look determined, strong and positive even if you feel frightened inside.
- Think about other ways you can respond to bullying. For example, practise saying: "I don't like it when you say that/do that – please stop."

7.2 Advice to Parents

Parents should always encourage their child to speak out about bullying. If you feel your child is being bullied, encourage your child to talk about what is happening and contact your child's class teacher. Parents should not approach other children about alleged incidents of bullying on school premises. Parents should not approach other parents about alleged bullying whilst on school premises. Incidents which take place out of school hours, not on school premises and not under the supervision of school staff will not be investigated by the school unless there is significant risk to the child's safety.

8.0 Support

8.1 Supporting Pupils

Pupils who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with their teacher or a member of staff of their choice.
- Advising them to talk to their parents and discuss how to respond to concerns and build resilience as appropriate.
- Reassuring the pupil and providing continuous support.
- Restoring self-esteem and confidence.
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance, if required.

Pupils who have bullied will be helped by:

- Discussing what happened and establishing the concern and the need to change.
- Informing parents/carers to help change the attitude and behaviour of the child.
- Providing appropriate education and support.
- If online, requesting content be removed and reporting account/content to service provider.
- Speaking with local police, if and when appropriate.

8.2 Supporting Adults

Adults (Staff, Trustees and parents) who have been bullied or affected will be supported by:

- Offering an immediate opportunity to discuss the concern with a senior leader.
- Being advised to keep a record of the bullying as evidence and discuss how respond to



- concerns and build resilience as appropriate.
- Reassuring and offering appropriate support.
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance if and when appropriate.

Adults (staff, Trustees and parents) who have bullied will be helped by:

- Discussing what happened with a senior member of staff (or Chair of Trustees in the case of a trustee) and establishing the concern.
- Clarifying the school's official procedures for complaints or concerns.
- If online, requesting content be removed and reporting account/content to service provider.
- Instigating disciplinary, civil or legal action if and when appropriate.

9.0 Roles and responsibilities

Trustees

The Board of Trustees support the Headteacher in all attempts to eliminate bullying from our school. This policy statement makes it very clear that any incidents of bullying that occur are taken very seriously and dealt with appropriately.

The Trustees monitor the incidents of bullying that occur and review the effectiveness of the school policy regularly. The Trustees require the Headteacher to keep accurate records of all incidents of bullying and to report to them on request about the effectiveness of the school anti-bullying strategies.

Headteacher

It is the responsibility of the Headteacher to implement the school Anti-bullying Policy and to ensure that all staff, both teaching and non-teaching, are aware of the school policy and know how to deal with incidents of bullying. The Headteacher reports to the Trustees about the effectiveness of the Anti-bullying Policy on request.

The Headteacher ensures that all children know that bullying is wrong and not accepted in our school community. The Headteacher draws the attention of children to this fact at suitable occasions. For example, if an incident occurs the Headteacher may decide to use an assembly as a forum in which to discuss with other children why this behaviour was unacceptable and what restorative measures have been implemented.

The Headteacher ensures that all staff receive sufficient training to be equipped to deal with all incidents of bullying.

The Headteacher sets 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.

Teachers and Auxiliary Staff

All incidents of bullying must be reported to a member of the Senior Leadership Team.

Staff in our school take all forms of bullying seriously and intervene to prevent incidents from



taking place. They keep detailed records of all incidents.

If we become aware of any bullying, we deal with the issue immediately. This may involve counselling and support for the victim of the bullying, and punishment for the child who has carried out the bullying. We spend time talking to the child who has bullied: we explain why the action was wrong, and we endeavour to help the child change their behaviour in future.

Staff attend appropriate training, which enables them to become equipped to deal with incidents of bullying and behaviour management.

Staff attempt to support all children in their class and to establish a climate of trust and respect for all. By praising, rewarding and celebrating the success of all children, we aim to prevent incidents of bullying.

10.0. Monitoring & Review.

1. Recording Incidents

All bullying incidents are recorded in detail for all parties concerned and on the school's iSAM's account.

2. Review

This policy is monitored on a day-to-day basis by the Headteacher, who reports to the Trustees about the effectiveness of the policy on request. This Anti-bullying

Policy is the responsibility of the Trustees and they review its effectiveness annually. They do this by examining the reports on any serious incidents which have occurred, and by discussion with the Headteacher. The Trustees analyse the information with regard to gender, age and ethnic background of all children involved in bullying incidents.

11.0 Linked Policies

This policy should be read in conjunction with the following school documents:

- Behaviour, Sanctions and Rewards Policy.
- Online Safety Policy.
- ICT Acceptable Use Agreement.
- Safeguarding Policy.
- Complaints Policy.