

THE SHROPSHIRE GATEWAY EDUCATIONAL TRUST
Anti-Bullying Policy

Author	Head's Board
Review Cycle	Annually
Date Approved	December 2018
Approved By	Head's Board
Next Review Date	December 2019

Introduction

The Shropshire Gateway Educational Trust believes that every single child has the right to learn in a school environment, free from bullying and in which they feel safe and supported. Bullying of any kind is deemed unacceptable and will always be treated seriously and acted upon.

Bullying takes place in schools as it does in other places. The aim of this anti-bullying policy is to ensure that pupils attending schools within the Trust learn in a supportive, caring and safe environment without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated.

As bullying is part of the Trust's safeguarding duties to protect children, this policy needs to be read in conjunction with the Trust's Child Protection policy.

The aim of the Trust's anti-bullying policy is to:

- Prevent, de-escalate and/or stop continuation of harmful behaviour in line with the Behaviour Policy.
- React to bullying incidents in a reasonable, proportionate and consistent way.
- Safeguard those pupils who have experienced bullying and those who have been involved in the act of bullying and to trigger actions to support these pupils.

What Is Bullying?

Bullying is behaviour by an individual or group, usually repeated over time that intentionally hurts another individual or group either physically or emotionally.

Bullying can be related to:

- race, religion or culture
- special educational needs or disabilities
- appearance or health conditions
- sexual orientation, sexist or sexual bullying
- young carers or looked-after children or otherwise related to home circumstances
- verbal (name calling, sexist, racist and homophobic remarks, and other discriminatory language)
- indirect (cyber bullying, spreading rumours, excluding someone from social groups)
- Radicalisation and Extremism.

Bullying can include:

- Name-calling, taunting, mocking, making offensive comments, kicking, hitting, pushing or taking belongings.
- Inappropriate text-messaging and emailing, sending offensive images by phone or internet
- Producing offensive graffiti
- Gossiping, excluding people from groups, and spreading hurtful or untruthful rumours.

Bullying can seriously damage a young person's confidence and self-worth; it is the responsibility of all staff to actively support children who are being bullied and to act in a supportive and confidential manner if a child approaches them with an allegation of bullying.

Although sometimes occurring between two individuals in isolation, bullying quite often takes place in the presence of others, for example, between pupils, between pupils and staff, or between staff; by individuals or groups; face to face, indirectly or using a range of methods.

Pupils being bullied may demonstrate emotional and/or behaviour problems including signs of depression, physical problems such as headaches and stomach pains, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, lacking concentration or truanting from school.

Responsibilities

The Board of Directors

Have the responsibility to ensure that the anti-bullying policy is in place, that it reflects the Trust's values and practice, and is reviewed annually. The Board should agree the principles of Shropshire Children's Trust and Safeguarding Children Board Anti-Bullying Charter and require that this is clearly displayed in each of the Trust's schools.

The Local Governing Body

Governors have the responsibility to ensure that the anti-bullying policy is implemented and that any suggested amendments are submitted to the Board of Directors as part of the review cycle.

The governors should ensure that the Safeguarding Children Board Anti-Bullying Charter is clearly displayed in the school

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 governors on request about the effectiveness of school anti-bullying strategies. Governors analyse information for patterns of people, places or groups. They look out in particular for racist bullying, or bullying directed at children with disabilities or special educational needs.

Headteachers

Headteachers have a legal duty under the School standards and Framework act 1998 to draw up procedures to prevent bullying among pupils and to bring these procedures to the attention of staff, parents and pupils. Under the Education Inspections bill 2006 the duties are extended to include preventing/responding to bullying that happens outside school, where it is reasonable to do so.

It is the responsibility of the headteacher to implement the Trust's anti-bullying policy and to ensure that all staff are aware of the policy, and know how to identify and deal with incidents of bullying. The headteacher is also responsible for ensuring that bullying related incidents and the effectiveness of the anti-bullying policy are reported to their Local Governing Body. They will inform the Local Authority of any hate or prejudice related incident as part of the school's Public Sector Equality Duty under the Equality Act 2010 and in support of the Shropshire Tackling Hate Crime Initiative; a report form is available as an appendix to this policy.

All Staff

All staff in the Trust are must be alert to the signs of bullying and act promptly, sensitively and effectively against it. They are responsible for ensuring that all forms of bullying seriously, and seek to prevent it from taking place.

Bullying and the Law

Although bullying in itself is not a specific criminal offence in the UK, it is important to bear in mind that some types of harassing or threatening behaviour – or communications – could be a criminal offence. For example, it is an offence for a person to send an electronic communication to another person with the intent to cause distress or anxiety or to send an electronic communication which conveys a message which is indecent or grossly offensive, a threat, or information which is false and known or believed to be false by the sender. If the Headteacher believes that an offence may have been committed they should seek assistance from the police

Bullying outside school

Schools have the power to discipline pupils for misbehaving outside the school premises to such an extent as is reasonable. This can relate to any bullying incidents occurring anywhere off the school premises, such as on school or public transport, outside the local shops, or in a town or village centre. Where bullying outside school is reported to school staff, it should be investigated and acted on.

Safeguarding Children and Young People

Under the Children Act 1989 a bullying incident should be addressed as a child protection concern when there is 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm'. Where this is the case, the school should report their concerns to their local authority children's social care team. Even where safeguarding is not considered to be an issue, schools may need to draw on a range of external services to support the pupil who is experiencing bullying, or to tackle any underlying issue which has contributed to a child doing the bullying.

Hate or Prejudice Related Incidents

Schools will inform the Local Authority of any hate or prejudice related incident as part of the school's Public Sector Equality Duty under the Equality Act 2010 and in support of the Shropshire Tackling Hate Crime Initiative; a report form is available through the Shropshire Learning Gateway.

Appendix 1 – Clee Hill Community Academy

Clee Hill Community Academy is a telling school. This means that anyone who knows that bullying is happening is expected to tell someone. The children are encouraged to speak out against bullying by following three simple rules.

- 1) If someone is upsetting them we should tell that person to stop.
- 2) If they do not stop, we should speak out and tell someone
- 3) If it still doesn't stop, we should make sure that we are listened to by speaking to the headteacher

As a school, we take bullying seriously. Pupils and parents should be assured that they will be supported when bullying is reported. Bullying will not be tolerated at Clee Hill Community Academy. The senior member of staff who leads on anti-bullying is Ceri Little, Headteacher

Every year, the anti-bullying policy and procedures are reviewed by the headteacher, staff and pupils as part of anti-bullying week. Children are asked to explain what they think bullying is, what to do if they witness or experience bullying and agree to uphold the antibullying charter



In 2018, the children of Clee Hill Community Academy had the following thoughts:

“Bullying is continuous mean behaviour.” Fred

“There are many different types of bullying, like emotional, physical and cyber bullying.” Bronte

“Bullying can also be hurting someone with words.” Daisy

When asked how bullying could be stopped, children said:

- Accepting that people are different.
- Including everyone
- Making mistakes and putting them right
- Treating everyone the same
- Being a good role model
- Helping others
- Being really nice and good
- Taking care of each other
- Telling someone

Anti Bullying charter

Every year, the pupils sign an anti-bullying charter as part of anti-bullying week.

At Clee Hill Community Academy, we believe that we all have the right to work, learn and play happily at school. We are entitled to be listened to and are confident enough to speak up about anything we feel is unfair. We have the right not to be ignored or bullied because of our differences or beliefs and we respect the right of everybody to be accepted as an individual. We believe we all have the right to feel happy and calm when learning so that we can be the best we can be.

- I will be proud of myself and encourage others to make good choices around school
- I will be honest and tell the truth
- I will celebrate that we are all different
- I will think about my actions and words and how they affect others
- I will speak up when I or others need help
- I will bring a positive attitude to school and to my learning
- I will follow our school rules
- I will not blame others for choices that I make
- I will not judge people because they are different from me
- I will not bully or make others feel bad with my words or actions
- I will not keep quiet if I am bullied or know someone who is being bullied
- I will not disrupt the learning of others.

By signing this agreement, we will try our very best to uphold Clee Hill Community Academy Anti-bullying charter to make our school community a happy and safe place where we can reach our full potential.

Pupils are encouraged to report bullying in this school by:

- Talking to members of staff
- Discussion and circle time/ PSHE curriculum
- Through assemblies which frequently have themes relating to bullying, caring and co-operation.
- Through school rules which emphasise treating others with respect.
- School council
- Posters and displays on the theme
- School Anti-bullying charter
- Special annual focus for anti-bullying week where children wear blue to 'beat bullying' and raise an awareness of the anti-bullying charter and anti-bullying policy

Parents are informed of the school's stance on anti-bullying, its definition of bullying and how parents and the school can work together through newsletters, online policy and responds from annual questionnaires to both parents and pupils.

All staff are made aware of this policy and its clear links to other key policies.

The following steps will be taken by staff when dealing with incidents:

- ☑ If bullying is suspected or reported, the incident will be taken seriously and appropriate first steps are taken promptly by the member of staff who has been approached
- ☑ Each incident will be investigated thoroughly, sensitively and effectively
- ☑ A clear account of the incident, actions taken and review date will be recorded, given to the head teacher/senior manager and kept so incidents can be monitored

- ☑ Relevant staff will be kept informed and if the bullying persists they will record this and inform the head teacher/senior manager, and appropriate further action is taken
- ☑ Parents/carers will be kept informed appropriately
- ☑ Appropriate rewards and sanctions will be used to support the improvement of pupils' behaviour

Pupil support

Pupils who have been bullied will be supported as appropriate by:

- ☑ Having an immediate opportunity to discuss the incident(s) with an appropriate member of staff
- ☑ Being reassured
- ☑ Being offered support
- ☑ Raising their self-esteem and confidence
- ☑ Being encouraged to report further issues
- ☑ Arranging a review date/time to discuss outcomes and appropriate follow-up

Reporting incidents

Any adult who witnesses an act of bullying should ensure that this information is shared and subsequently logged. Incidents that occur in or near school, on the children's way between school and home or outside of school are all logged. All incidents of concern are documented in a central place by the headteacher and reviewed half termly for any links or patterns by the headteacher. If teachers witness an act of unkindness or bullying, they will either investigate it themselves or refer it to the headteacher. If a child is being bullied over a period of time, then, after consultation with the headteacher, the teacher or headteacher will inform the child's parents or carers.

Curriculum

Pupils will have opportunities to develop their understanding of the nature of bullying, to explore their own and others attitudes to bullying and to develop the skills to deal with bullying through PSHE and other subject areas and through assemblies and other school activities.

Appendix ii – Cleobury Mortimer Primary School

At Cleobury Mortimer Primary School we use a variety of methods to support children in preventing and understanding the consequences of bullying through class assemblies, PSHE and Citizenship lessons, Assembly Themes, Anti-bullying week and continued focus. The School Council has an active role to play in ensuring an awareness of bullying and monitoring playground behaviour. It is a focus of pupil questionnaires.

The ethos and working philosophy of Cleobury Mortimer Primary School means that all staff actively encourage children to have respect for each other and for other people's property.

Good and kind/polite behaviour is regularly acknowledged and rewarded.

Staff will regularly discuss bullying which will inform children that we are serious about dealing with bullying and leads to open conversations and increased confidence in children to want to discuss bullying and report any incidents and concerns about other children's behaviour.

Staff will regularly reinforce expectations of behaviour, not least through modelling this themselves.

Staff to follow the equality policy; supporting every child in our school. Staff must be careful not to highlight differences of children or an individual child, even if this is done in jest. This gives other children advocacy to use this difference to begin calling names or teasing.

Staff must be vigilant regarding groups of friends together. Friendship groups may bring about the imbalance of power and must be led towards welcoming others to join them and not excluding others from their group.

Staff must reinforce a general message that children do not have to be friends with everyone else, but they must be respectful of everyone else's feelings and be kind to each other.

Children are involved in the prevention of bullying as and when appropriate, these may include:

- writing a set of school or class rules
- Writing a personal pledge or promise against bullying
- writing stories or poems or drawing pictures about bullying
- reading stories about bullying or having them read to a class or assembly
- making up role-plays about what to do through scenarios of bullying
- having discussions about bullying and why it matters that children who use unacceptable behaviour towards others are dealt with quickly

- Creating an item for the school website.
-

If a child feels that they are being bullied then there are several procedures that they are encouraged to follow: (not hierarchical)

- Tell a friend
- Tell your School Council rep
- Tell a teacher or adult whom you feel you can trust
- Write your concern and post it in the 'worry box
- Tell a parent or adult at home whom you feel you can trust
- Discuss it as part of your PSHE time

Recording of Bullying Incidents

When an incident of bullying has taken place, staff must be prepared to record and report each incident. In the case of racist bullying, this must be immediately reported to the Headteacher.

General incidences of bullying should be recorded in the Behaviour Log this would include incidents where staff have had to become involved and speak with children, and/or where parents have raised concerns regarding bullying. Confirmed cases of bullying must be recorded following the safeguarding procedure, as with any case of Child Protection.

All incidents of bullying will be discussed with all relevant staff and parents of the children involved, in order that everyone can be vigilant and that further incidents by the same child(ren) may be prevented from happening in the future.

Incidents of bullying will be discussed with the Governing Body.

Advice to Parents

As the parent of a child whom you suspect is being bullied:

1. Report bullying incidents to the class teacher, member of Senior Leadership team or Head teacher.
2. In cases of serious bullying, the incidents will be recorded by staff and the Head teacher notified.
3. In serious cases parents should be informed and will be asked to come in to a meeting to discuss the problem.
4. If necessary and appropriate, police will be consulted.

5. The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly
6. An attempt will be made to help the child using unacceptable behaviour towards others, to change their behaviour.

Please Do Not:

1. Attempt to sort the problem out yourself by speaking to the child whom you think may be behaving inappropriately towards your child or by speaking to their parents.
2. Encourage your child to be 'a bully' back.

Both of these will only make the problem much harder to solve.

HELP ORGANISATIONS:

Advisory Centre for Education (ACE) 020 7354 8321

Children's Legal Centre 0845 345 4345

KIDSCAPE Parents Helpline (Mon-Fri, 10-4) 0845 1 205 204

Appendix iii – Lacon Childe School

Statement of Intent

Bullying takes place in schools as it does in other work places. The aim of this anti-bullying policy is to ensure that pupils and staff in Lacon Childe School learn, or teach in a supportive, caring and safe environment without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated. Only where issues of bullying are addressed will pupils be able to fully benefit from the opportunities available at Lacon Childe.

We are committed to providing a caring, friendly and safe environment for all staff and pupils in our school community so they can learn, or teach, in a relaxed and secure atmosphere.

OfSTED (2018) found that this is a Good school which supports pupils well, where teachers are very interested in pupils as individuals and can always be relied upon to go that extra mile. Behaviour and Safety of pupils was seen as impressive. They found that the mutual respect between staff and pupils was palpable. Enjoyment of school was seen as evident by the excellent behaviour and engagement of pupils. They identified the sense of community within our school as strong. They found that we take excellent care of our pupils.

At Lacon Childe we feel that bullying of any kind is unacceptable. If bullying does occur, it is important that all pupils should be able to tell and know that incidents will be dealt with promptly and effectively. **We are a TELLING school.** This means that **anyone** who knows that bullying is happening is expected to tell someone, this could be a pupil mentor, a teaching assistant or **any** other member of staff.

As a school we take bullying seriously. Pupils and parents should be assured that they will be supported when bullying is reported. Bullying will not be tolerated at Lacon Childe School.

Mrs Guise (Assistant Head) leads on anti-bullying

All staff are made aware of this policy and its clear links to other key policies through staff CPD at the start of each year and through the induction programme for staff new to the school.

The following steps will be taken by staff when dealing with incidents:

- if bullying is suspected or reported, the incident will be taken seriously and appropriate first steps will be taken promptly by the member of staff who has been approached
- each incident will be investigated thoroughly, sensitively and effectively
- a clear account of the incident, actions taken and review date will be recorded on an incident sheet, given to Miss Cole via the key stage coordinator and logged so incidents can be monitored.
- relevant staff will be kept informed and if the bullying persists they will record this and inform senior staff as before, appropriate further action will be taken.
- parents/carers will be kept informed as required.
- Our aim is for the bullying behaviour, or threats of bullying, to be investigated and the bullying stopped as quickly as possible.
- An attempt will also be made to help the bully or bullies to change their behaviour
- appropriate rewards and sanctions in line with the Trust's Behaviour Policy will be used to support the improvement of pupil behaviour.
- the school will inform the Local Authority of any hate related incident.

Pupil support

- Pupils who have been bullied will be supported as appropriate to their individual need. They will have an opportunity to discuss the incident(s) with a member of staff. They will be encouraged to report further issues and reminded that we are a Telling School.
- Pupils who have bullied will also be supported as appropriate. They will also have an opportunity to discuss the incident(s) with a member of staff

Appendix iv – Stottesdon C of E Primary School

Pupils are encouraged to report bullying in this school by:

- Talking to members of staff
- Discussion and circle time
- Through assemblies which frequently have themes relating to bullying, caring and co-operation.
- Through school rules ('The Golden Rules') which emphasise treating others with respect.
- School council (worry box)
- Pupil and parent liaison
- PSHE curriculum
- Safer Schools Work and Health Schools Work
- Posters and displays on the theme

Parents are informed of the school's stance on anti-bullying, its definition of bullying and how parents and the school can work together prospectus, School News items, induction evenings, Healthy Schools/Safer Schools work, displaying the Anti-Bullying Charter. Biannual anonymous questionnaires evaluate parents' views and understanding of the policy.

There is a senior member of staff who leads on anti-bullying:

Katie Jones, Headteacher

All staff are made aware of this policy and its clear links to other key policies.

The following steps will be taken by staff when dealing with incidents:

- If bullying is suspected or reported, the incident will be taken seriously and appropriate first steps are taken promptly by the member of staff who has been approached
- Each incident will be investigated thoroughly, sensitively and effectively

- A clear account of the incident, actions taken and review date will be recorded, given to the head teacher/senior manager and kept so incidents can be monitored
- Relevant staff will be kept informed and if the bullying persists they will record this and inform the head teacher/senior manager, and appropriate further action is taken
- Parents/carers will be kept informed appropriately
- Appropriate rewards and sanctions in line with the school's Behaviour Policy will be used to support the improvement of pupils' behaviour

Pupil support

Pupils who have been bullied will be supported as appropriate by:

- Having an immediate opportunity to discuss the incident(s) with an appropriate member of staff
- Being reassured
- Being offered support
- Raising their self-esteem and confidence
- Being encouraged to report further issues
- Arranging a review date/time to discuss outcomes and appropriate follow-up

Curriculum

Pupils will have opportunities to develop their understanding of the nature of bullying, to explore their own and others attitudes to bullying and to develop the skills to deal with bullying through PSHE and other subject areas and through assemblies and other school activities. The policy will be promoted and implemented throughout the school.

