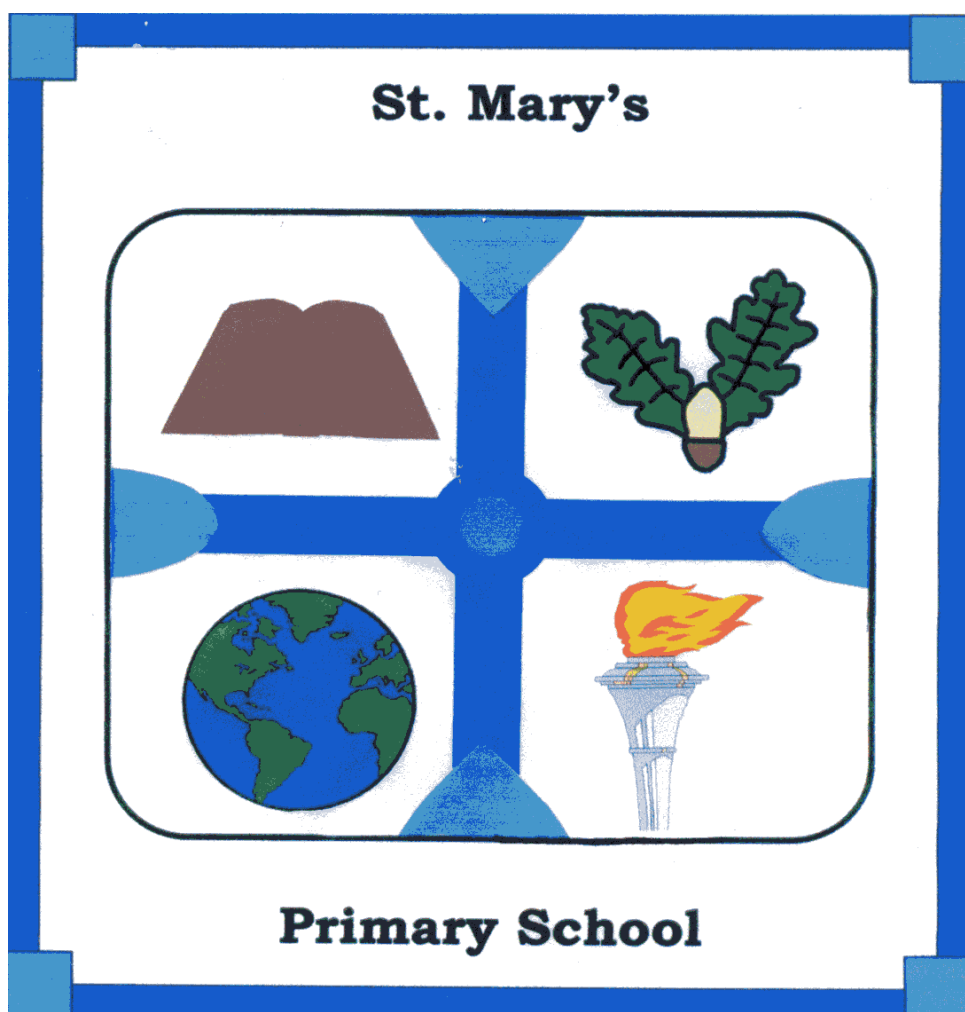


# Anti-Bullying Policy



**St Mary's Primary School  
Dechomet**

*Ratified by Board of Governors on 15<sup>th</sup> March 2017*

Signed \_\_\_\_\_

Chairperson of the Board of Governors

Date \_\_\_\_\_

**OUR VISION :** St Mary's Primary School is committed to providing a happy, caring environment where all are valued and every child matters and where children are prepared for the challenges of education, work and life.

**OUR CORE SCHOOL VALUES :**

- 1) Security/Happiness
- 2) Realise Potential
- 3) Life skills/Health
- 4) Respect/Tolerance/Good Behaviour
- 5) Catholic/Christian Values
- 6) Empowerment
- 7) Self-Esteem
- 8) Team, School, Community Spirit
- 9) Equality
- 10) Independence/Courage

**MISSION STATEMENT :** We the Governors and staff of St Mary's Primary School Dechomet are committed to providing the best possible education for all children and to developing each child's full potential.

We aim to work with home and community to :

- ❖ lead all children to a deeper knowledge and understanding of the Catholic Faith and to foster respect for other religions and cultural backgrounds
- ❖ expect the highest standards of achievement through a broad and challenging curriculum
- ❖ create a calm, disciplined and positive atmosphere where praise and reward enhance the children's confidence and self-esteem
- ❖ provide an enriching programme of extra-curricular activities and visits

## **Rationale**

*This school is completely opposed to bullying. It is entirely contrary to the values and principles we work and live by. All members of the school community have a right to work in a secure and caring environment. They also have a responsibility to contribute, in whatever way they can, to the protection and maintenance of such an environment.*

*This policy is formed in consultation with all staff, with parents (open meeting, parent support group), BOG and pupils.*

### **1. Aims and objectives of our anti-bullying policy**

We believe that all pupils have the right to learn in an environment which is free from intimidation and fear. Accordingly, we will work to create an environment within which positive relationships will be fostered, and violent or abusive behaviour of any sort will be unacceptable. Within such an environment, bullying behaviour will not be tolerated. Should bullying occur, the needs of victims of bullying will be paramount, and the school will take all reasonable measures to ensure that the situation is resolved and will not reoccur. The school will take seriously the needs of the child and will seek to involve and inform parents in all areas of its anti-bullying work.

### **2. Links with other school policies**

This Anti-Bullying policy forms part of the school's overall *Pastoral Care policy*. It links with the *Child Protection policy* in which the school outlines the steps it will take to protect children from harm and develop their personal safety strategies. It links with the *Behaviour for Learning Policy* which outlines the sanctions that will be used as part of the disciplinary process. It is also connected with the *school's 'E-Safety Policy and Acceptable Use Agreement'*.

### **3. Agreed definition of bullying behaviour**

Following consultation with governors, teachers, pupils, parents and non-teaching staff, the following definition of bullying behaviour has been agreed:

***Bullying is a form of aggressive, deliberately hurtful behaviour which is persistent, repeated and usually unprovoked. It involves an abuse of power. It may take various forms including physical, verbal, non-verbal, emotional and cyber.***

*Examples of bullying behaviour include:*

***Physical*** – repeated kicking, nipping, pushing and tripping.

***Verbal*** – repeated name calling, teasing, spreading rumours.

***Emotional*** – repeated excluding from play, threatening, pulling faces.

#### **Child's Definition**

***Bullying is when we hurt someone or make them feel sad, lonely or afraid.***

Examples of bullying behaviour include:

- Physical violence such as hitting, pushing or spitting at another pupil
- Interfering with another pupil's property, by stealing, hiding or damaging it
- Using offensive names when addressing another pupil
- Teasing or spreading rumours about another pupil or his/her family
- Belittling another pupil's abilities and achievements
- Writing offensive notes or graffiti about another pupil
- Excluding another pupil from a group activity
- Ridiculing another pupil's appearance, way of speaking or personal mannerisms
- Misusing technology (internet or mobiles) to hurt or humiliate another person

## **4. Preventive strategies**

We believe that the implementation of preventive measures will help to reduce the incidence of bullying behaviour.

We will take the following steps:

### **Ethos and pastoral care:**

We will seek to be a "listening school", in which pupils are encouraged to express their feelings, fears and concerns. This will be facilitated through measures such as Circle Time, School Council.

We will praise and reward positive behaviour at every opportunity.

### **Curriculum:**

We will provide a personal safety teaching programme from Reception – Year 7 through the P.D.M.U. (Personal Development & Mutual Understanding) curriculum. This programme will help children to develop a range of skills including assertiveness and communication skills.

### **Playtime provision:**

We will provide training for teachers, teaching assistants and lunchtime supervisors in the promotion of positive play and strategies for recognising and dealing with incidents of bullying.

## **5. Agreed code of conduct for the school community**

### **Pupils:**

Pupils have an entitlement to be educated in an environment which is safe, caring and respectful of their individual needs.

Pupils have a responsibility to:

- treat all other pupils and staff with respect
- refrain from engaging in bullying behaviour
- report bullying immediately if they are aware of it occurring

## **Parents:**

Parents have an entitlement to expect that their child will be educated in an environment which is safe, caring and respectful of their individual needs.

We ask our parents to support their children and the school by:

- Having an agreed understanding of what is meant by bullying in accordance with the definition in this policy, decided upon after consultation with all stakeholders
- Watching for signs of distress or unusual behaviour in their children, which might be evidence of bullying
- Advising their children to report any bullying to their class teacher or the Principal and explain the implications of allowing the bullying to continue unchecked, for themselves and for other pupils
- Advising their children not to retaliate violently to any forms of bullying
- Being sympathetic and supportive towards their children, and reassuring them that appropriate action will be taken
- Being supportive of the school and confident of the actions and strategies it employs and therefore refraining from contacting other parents directly to confront alleged bullying, as such action often further fuels suspected bullying situations.
- Making a written record of any reported instances of bullying and passing these on to the school immediately
- Informing the school of any suspected bullying, even if their children are not involved
- Co-operating with the school, if their children are accused of bullying, to try to ascertain the truth, and pointing out the implications of bullying, both for the children who are bullied and for the bullies themselves

It is essential that parents fulfil their responsibility to ensure that their child co-operates with staff and other pupils. This will ensure a consistent, co-ordinated approach.

## **Staff:**

Adults in the school community have an entitlement to work in an environment which is characterised by respect and caring for all.

Our staff will

- Foster in our pupils self-esteem, self-respect and respect for others
- Demonstrate by example the high standards of personal and social behaviour we expect of our pupils
- Discuss bullying behaviour with all classes in an age-appropriate manner, so that every pupil learns about the damage it causes to both the child who is allegedly bullied and to the alleged bully, and the importance of telling an adult about bullying when it happens.
- Be aware of signs of distress and other possible indications of suspected bullying
- Listen to children who have been bullied, take what they say seriously and act to support and protect them
- Report suspected cases of bullying to the Principal
- Follow up any complaint by a parent about bullying, and report back promptly and fully on the action which has been taken
- Deal with instances of bullying promptly and effectively, in accordance with agreed procedures
- Undertake appropriate training as necessary, provided by outside agencies or by dissemination from a colleague.

## **The Responsibilities of All**

Everyone should:

- Work together to create an environment which is safe, caring and respectful

## **6. Procedures for dealing with incidences of bullying behaviour, including contact with parents and external agencies**

Each case of bullying will be dealt with individually and follow-up action will be tailored to meet the individual needs of the pupils concerned.

The following steps will be followed:

### *1. Reporting of an incident*

When a bullying incident is reported, the information will be passed on to the following people:

The teacher of any child involved

The Principal (Mr Doyle)

The designated / deputy designated teacher for Child Protection

*The designated teacher for Child Protection is Mrs McEvoy*

*The deputy designated teacher for Child Protection is Mrs O'Callaghan*

### *2. Investigation of an incident*

This will normally be carried out by the principal or the designated teacher for child protection, in co-operation with any class teachers, teaching assistants and supervisors concerned.

Pupils involved will be interviewed and a record made of their responses using the school's Incident Report Form. (Appendix A)

Parents of all pupils involved will be informed of the school's action up to this point and will be kept informed of subsequent action.

### *3. Agreeing a plan for resolution*

Working with the pupils concerned, the principal or the designated teacher may devise a plan for resolution of the conflict. This plan will include targets for acceptable behaviour and will set out support



measures which will be provided for the pupils concerned. (Appendix B)

Any disciplinary action required will use the system of sanctions which is set out in the school's Behaviour for Learning Policy. If a parent is unhappy with this, then the school's complaints procedures as outlined in the School's Complaints Policy will be followed. In certain circumstances where bullying behaviour persists and is unresolved a referral process as outlined in our Child Protection Policy may need to be enacted.

#### 4. Reviewing the situation

The situation will be monitored and formally reviewed within one month of the initial report. This will be done by the principal or designated teacher, in co-operation with the other teachers, pupils and parents concerned. (appendix C)

#### 5. Pupil Recording

The affected pupil(s) will if it is felt appropriate by the principal or designated teacher in consultation with parent and child, complete on a daily or weekly basis a monitoring sheet (appendix D) to be signed by a parent at the end of each month. This will be monitored carefully and any necessary action taken.

#### 6. Involvement of other agencies in provision of support

When necessary and in liaison with parents, the school will draw on support from a range of outside agencies including Education Welfare Officer, Behaviour Support Team, Pupil Personal Development Service, Child Protection Support Service and the Educational Psychology Service. In most instances, the school will seek to deal with the situation from within its own resources. However, if it becomes clear at step 2 or 3 that outside help is needed, the school will not hesitate to avail of it.

## ***7. Record Keeping***

All completed reports/appendices will be stored in the 'School Anti-Bullying File' which will be stored in the principal's office.

## **7. Monitoring and review of the anti-bullying policy**

Implementation of this policy will be monitored by the Principal and designated teacher for Child Protection. A report on implementation will be provided annually to the Board of Governors, within the overall report on pastoral care provision. This policy will be formally evaluated and reviewed every two years.

## **8. Useful web address**

[www.selb.org/ppds/reportingbullyingconcerns](http://www.selb.org/ppds/reportingbullyingconcerns)

Appendix A

Alleged Bullying Incident Form

Date :	Name :	Class :
Alleged victim		
Alleged child who has displayed bullying behaviour		
Bystanders/witnesses		

Location of incident :

Time of incident :

Name of teacher/interviewer :

Designation of interviewer :

# Report

Appendix A (continued)

Steps taken/to be taken

Notes :

Appendix B

## Targets for Resolving Situation

**MAIN AREAS OF CONCERN**

**TARGETS (Prioritise)**

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

**DESIRED OUTCOMES**

1

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2

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3

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See Note 6.3

## Appendix C

<b>Outcome (level of satisfaction)</b>			
Good = 1	Satisfactory = 2	Poor = 3	Unresolved = 4
Child who has been bullied			
Parents of above child			
Child who has displayed bullying behaviour			
Parents of above child			

This record is now:

- Filed
- Passed to Class Teacher
- Passed to Head of Child Protection
- Passed to Principal
- Passed to external agency, please state:  
\_\_\_\_\_

Name and designation of the teacher completing this form:

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Date:

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Signed: (by all involved)

Appendix D

## Monitoring Sheet

NAME \_\_\_\_\_

Please write **ok** for each day if there were no bullying incidents concerning yourself  
If there was a bullying incident please write **not ok**

Month of \_\_\_\_\_

Week Beginning	Monday	Tuesday	Wednesday	Thursday	Friday	

Signed Parent \_\_\_\_\_