



**Stewart Headlam**  
Primary School

## **Anti-Bullying Policy 2022**

Signed Chair of Curriculum Committee

A handwritten signature in blue ink, appearing to be 'UC' followed by a stylized flourish.

Reviewed	Oct 22
Date of next review	Oct 23



## **Definition of bullying:**

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

Bullying generally falls into one or a combination of the following categories:

- Physical bullying
- Psychological
- Social
- Verbal
- Homophobic bullying
- Cyber bullying

Bullying can include: name calling, taunting, mocking, making offensive comments, kicking, hitting, taking belongings, inappropriate text messaging and electronic messaging (through websites and Social Networking sites), sending offensive or degrading images by phone or via the internet, producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours. Prejudice based bullying may be in relation to special educational need, sexual orientation, sex, race, religion and belief, gender reassignment or disability.

The school has a legal responsibility to protect people from discrimination, as set out in the Equality Act 2010. The school understands its responsibility to address any issues of bullying in relation to this Act and any incidents are monitored and recorded, in line with the Local Authority's agreed approach.

## **Principles:**

At Stewart Headlam we believe that:

- Bullying is the deliberately chosen and often repeated actions of a child or a group of children against another child or group of children.
- Bullying will often be because of a difference and can be carried out in different ways.
- In this school we like to celebrate differences so it is very important that we challenge bullying wherever it happens.
- All children, parents and staff are entitled to be able to learn.
- When bullying goes unchallenged, barriers to learning can arise, such as: a negative impact on the self-esteem, emotional wellbeing and educational achievement of learners and damage to the school's reputation.
- Our community should not tolerate bullying in any form

- Tackling bullying helps both the victim and the bully/bullies to learn from the experience
- Tackling bullying is the responsibility of all at Stewart Headlam including staff, governors, parents, and children.
- Bullying can happen to anyone and should not be tolerated by any member of the school community.

### **Named Person for Tackling Bullying**

- At Stewart Headlam, the Executive Headteacher, Judy Knappet has overall responsibility for the health and safety and educational success of the children.
- The person who has responsibility for dealing with bullying is the Head of School. If a child is being bullied or if the child knows that someone else is being bullied or bullying s/he should tell the class teacher or another adult in the school who can then tell the Head of School so that s/he can help to deal with it and sort out the problem. If the HoS is not available, an Assistant Headteacher or the Executive Headteacher can deal with the problem.
- If parents discover the problem, they should speak first with the Head of School Head so that they can find out what the problem is.
- If parents are unhappy that the situation has not been dealt with adequately they should be informed about the complaints procedures and the right to complain.

### **Confidential, Safe and Secure**

- During any complaint made by a parent privacy and confidentiality will be respected by members in the school.
- The discussions will take place in a room in line with health and safety guidelines where it is comfortable and private.
- Staff will listen attentively and acknowledge the seriousness of the complaint. The complainant will be reassured and made to feel valued.
- We will monitor that this is happening in the questionnaire/survey sent out to parents in a general way but we will also give an evaluation sheet to stakeholders who complain to find out if they have been dealt with fairly and adequately.

If a parent does not feel the situation has been dealt with in a professional or adequate manner then they will meet with the Executive Headteacher.

If the parent is still unsatisfied then subsequently the complaints procedure adopted by the school should be followed.

## **Learning How to Deal with Bullying**

In our Personal, Social, health and emotional Education (PSHE) lessons teachers teach children how to deal with bullying and the feelings we get when we are faced with bullying through the Jigsaw (PSHE) programme. We learn:

- How bullying starts and what makes bullying happen, including why bullies bully other children.
- To recognise and talk about our feelings clearly
- Ways to sort out any problems positively
- Who to talk to if we are being bullied
- Which words and phrases to use when sorting out bullying problems
- What sanctions are taken if bullying occurs
- We use Anti Bullying week to go over the subject through classwork and assemblies

### **Sanctions for Bullying:**

Children are made aware about the sanctions in Key Stage assemblies and class circle times. The children are reminded at least termly.

### **Identification:**

The Head of School will:

- 1) Identify what the perpetrator has done
- 2) Discuss and record on an official form
- 3) Give the perpetrator a thinking through phase and cooling down period, reassure the victim that action will be taken.

#### **Action 1**

- Break time detention with Head of School or Assistant headteacher to include an in-depth discussion with Learning Mentor present (15mins)
- Parents informed and appointment made asap with them
- Activities set up to encourage positive behaviour, agreed with parents and child

#### **Action 2 (Perpetrator continues to bully)**

- Parents informed
- 1-day internal exclusion given by the Executive headteacher
- A programme of intensive support with the learning mentor at playtimes over a fixed period

#### **Action 3**

- Parent informed
- Discussion with HoS and Headteacher leading to 1 day fixed exclusion

- Monitoring by school to check if there are issues at home and to work on a positive programme of good behaviour strategies.

Action 4  
Longer fixed term exclusion

Action 5  
Permanent exclusion

### Official Reporting:

- Bullying Incidents will be recorded in an official book.
- A display of bullying analysis will be shown at the end of each term.
- Bullying analysis has to be reported to the Governing Body and the LA each term.
- The analysis may need to inform /change practice and evidence will be seen on our school development plan and in our SEF.

### Programme of Pastoral Support:

<b>Victim</b>
Raising their self-esteem and how to be assertive in a positive way
To re-assure them of the on-going support available and ensuring action
To know they are right to tell an adult/or others
To identify what the issues are and set up an appropriate action plan- to be undertaken by the <a href="#">Assistant Head</a> , the class teacher, the Learning Mentor, the child (as and when appropriate) and family.
Some buddy support
To set up a formal monitoring process
A programme of support for new arrivals

<b>Perpetrator</b>
To identify what the issues are and set up an appropriate action plan.
To make explicit the impact their actions have had on the victim.
To raise their self-esteem.
To involve their family.
To know their procedures and sanctions in place and that their behaviour is unacceptable.
To work with the Learning Mentor

## **What should you say to a person who is being bullied?**

- I hear you; I am here for you; I believe you; you are not alone in this.
- Tell me about it.
- It is not your fault.
- There are things that you can do. How can I help? You are not helpless or hopeless and you don't have to do it alone. Together we can come up with an effective plan.

## **The School Community's Views about Bullying:**

- Staff and Parents are given a survey to fill in annually.
- The children fill in a survey. There is a different survey for each Key Stage so it is made accessible for the children.
- The school council discuss how the anti-bullying ethos can be monitored and developed in the school
- Consultation from all stakeholders is used to set the school's aims and to ensure that there is consistency between policy and practice.

## **CPD**

- We display Helpline posters and additional information about bullying.
- Vulnerable children are identified by the school
- New staff are inducted and staff will be given training when needed.
- The survey given to staff includes a training need section for staff which is then acknowledged by the CPD Coordinator and requirements met. There is a spread sheet to confirm the courses or training given.

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

This policy links with a number of other school policies, practices and action plans including:

- Complaints policy
- Behaviour policy
- The teaching of PSHE
- The recording of incidents to the local authority.

## **Monitoring & review, policy into practice**

We will review this policy **annually** as well as if incidents occur that suggest the need for review. The school uses guidance from the DfE and the Local Authority's Anti Bullying Team to inform its action planning to prevent and tackle bullying.

## **Responsibilities**

It is the responsibility of:

- School Governors to take a lead role in monitoring and reviewing this policy.
- Governors, the Head of School, Senior leaders, Teaching and Non Teaching staff to be aware of this policy and implement it accordingly.
- The Senior Leadership Team to communicate the policy to the school community.
- Pupils to abide by the policy.