



**St. Joseph's Catholic Voluntary  
Academy**

**Policy 25: Anti-Bullying Policy**



**Mission Statement**

*“Believe Achieve, Succeed”*

Under Saint Joseph's guardianship and protection, we will be supported to achieve and succeed in the things the Lord wants us to do.

**Reviewed: Autumn 2015**

## **ANTI-BULLYING POLICY**

(to be read in conjunction with the Behaviour Policy)

Our School states that bullying in whatever form will not be tolerated. We aim to create a caring, happy, listening environment where everybody will respect each other and accept differences. We encourage all who come to our school to feel good about themselves. All people are equal in the sight of God, unique and created in God's own image and loved by God. The school shall make no discrimination or differentiation on the grounds of race, colour or ethnic background and shall treat every person with equality and esteem and the respect and dignity due to a child of God.

### **Equality and Diversity Statement**

As a matter of course, St Joseph's Catholic Voluntary Academy staff are reminded about the compliance and importance of the Equality Act and ensure that all work undertaken complies and promotes equality of access and participation for all.

Our school takes a proactive and transparent approach to eliminate discrimination, advancing equality of opportunity and fostering good relations.

We are all mutually responsible for the well-being of each other and ultimately it is the responsibility of the whole school community to eradicate bullying by ensuring the development of a caring and supportive ethos. Bullying can cause a great deal of unhappiness; the only efficient way to deal with bullying is to bring it out in the open.

### **WHAT IS BULLYING?**

- **Bullying hurts**
- **Bullying frightens**
- **Bullying threatens**
- **Bullying is not a one off**

Bullying is the persistent use of any kind of behaviour with the intention of hurting another person, and which results in pain and distress to the victim. There are many definitions of bullying, but most consider it to be:

- Deliberately hurtful (including aggression)
- Repeated often over a period of time
- Difficult for victims to defend themselves

(The Children's Act 2004)

**STOP: Several Times On Purpose**

**ALL** Staff, governors, pupils and parents should have an understanding of bullying and clear procedures for reporting bullying should be understood and followed. Incidents of bullying will always be dealt with.

### **Procedures**

- In the first instance speak to the class teacher.
- Speak to the Headteacher or Assistant Headteacher if the bullying continues.
- It is advised that parents/carers speak with school staff and do not approach any other child/adult who they believe to have been involved.
- Parents have a responsibility to support the school's anti-bullying policy and to actively encourage their child to be a positive member of the school.

The school will be proactive in respect of unacceptable conduct which occurs outside the school that is connected to the school, including issues that occur on the way to and from school and outside school hours. Issues involving texting, emailing and social networking sites will also be dealt with in the same way.

### TYPES OF BULLYING

<b>Physical</b>	Pushing, kicking, hitting, punching or any use of violence.
<b>Verbal</b>	Threatening, name-calling, sarcasm, spreading rumours, teasing.
<b>Emotional</b>	Ignoring or excluding from groups, tormenting (i.e. hiding books, Threatening gestures), being unfriendly.
<b>Racial, Religious, Cultural</b>	Any taunts, graffiti, gestures, name-calling etc. that are related to a person's race, religion or culture
<b>Sexist</b>	Sexist remarks, offensive stereotyping or belittling of a person's sex.
<b>Sexual</b>	Unwanted physical contact or abusive comments.
<b>Disability</b>	Physical, verbal, emotional abuse of a person because of their disability.
<b>Cyber bullying</b>	Mobile, Internet and Wireless technologies used to taunt or abuse others. (See Appendix A)
<b>Homophobic; biphobic; transphobic</b>	Offensive remarks made to and about individuals' sexual orientation.
<b>Appearance</b>	Offensive remarks made to and about an individuals' appearance. This could relate to a health condition.
<b>Home circumstances</b>	Offensive remarks related to a person's individual home circumstances.

## **HOW DO YOU KNOW IF A CHILD IS BEING BULLIED?**

The person might seem quiet, scared, tearful or upset. The victim might start missing school or might not want to join in with games and activities. Their schoolwork might suffer and bags, sports kit or other possessions might go missing and items may get broken.

## **HOW DO YOU KNOW IF AN ADULT/MEMBER OF STAFF IS BEING BULLIED?**

The person may have a sudden change of behaviour. The victim may be absent from work more frequently. Their work may suffer; they may seem withdrawn and unhappy.

## **HOW DO BULLIES BEHAVE?**

Bullies like to have power over people. Bullies are often loud and bossy. Sometimes they work alone and sometimes in groups. Bullies try to scare people. Often they are very cowardly and try to persuade others to join in with them. Bullies often spread horrid rumours about people.

## **WHAT TO DO IF YOU ARE BEING BULLIED (Pupils)**

### **DON'T SUFFER IN SILENCE.**

### **YOUR SILENCE IS THE BULLY'S GREATEST PROTECTION**

1. Tell someone you can trust – Parent, grandparent, school buddy, teacher, teaching assistant, dinner lady, friend, brother, sister.
2. Try not to show the bully you are upset.
3. Stay in a group and avoid areas where bullying can take place.
4. Be assertive without being aggressive. (Practise this).
5. If you are worried about telling someone that you feel you are being bullied, or any other concern you have use your classroom system (either box or post-it board) to let your teacher know, or tell your class representative on the School Council or a school buddy.

## **WHAT TO DO IF YOU ARE BEING BULLIED (Staff/Adult)**

1. Tell someone you can trust – family member, colleague, line manager, Headteacher, governor.
2. Try not to appear upset.
3. Avoid situations where the bullying can take place; always take a witness.
4. Be assertive without being aggressive.

## **WHAT TO DO IF YOU THINK SOMEONE IS BEING BULLIED OR IF YOU SEE BULLYING TAKING PLACE**

1. Tell an adult – parent/member of staff, remember: SILENCE IS THE BULLY'S GREATEST PROTECTION. You are not telling tales. In the case of a member of staff/adult being bullied, inform Headteacher, line manager or governor.

2. If possible take action. Show your disapproval. Take responsibility – be a good friend/colleague.
3. Don't stand by – this will be interpreted as support for the bully.

## **WHAT PARENTS CAN DO IF YOU THINK YOUR CHILD IS BEING BULLIED**

1. Watch for the signs.

A child may indicate by signs or behaviour that he or she is being bullied. If you are concerned and become aware of any of the following, you may wish to ask your child and/or the school if someone is threatening or bullying your child.

- Be frightened of walking to or from school
- Be unwilling to go to school
- Feigning an illness
- Unwilling to go into school/classroom (clings to you)
- Begin doing poorly in their school work
- Come home regularly with clothes or possessions destroyed/broken
- Become withdrawn, start stammering
- Become distressed, stop eating
- Cry themselves to sleep
- Have nightmares and even call out 'leave me alone'
- Have unexplained bruises and/or scratches
- Have their possessions go 'missing'
- Ask for money or begin stealing money (to pay the bully)
- Refuse to say what's wrong
- Give improbable excuses to explain any of the above

2. Encourage open dialogue with your child about school, share mealtimes whenever possible.

3. Share your concern with the school; immediately, talk to the Class Teacher and if still concerned the Headteacher. Bullying is not a necessary part of growing up. Don't encourage your child to hit back, as he or she may lay themselves open to counter accusations if they do.

4. Boost your child's morale. Help him or her to realise that it is not he or she but the bully who should feel ashamed.

5. Inform the class teacher of any circumstances at home that may affect your child's behaviour.

## **IF YOUR CHILD IS THE BULLY**

It can be difficult for any parent to accept or acknowledge that their child may be bullying other children.

1. Remain calm. Talk things over and try to discover why they are bullying others. The bully, like the victim, needs help and support.
2. Share your concern with the school and ASK FOR HELP.
3. Help your child to accept responsibility for his/her actions.
4. Be aware of the signs of repeat behaviour in the future.

## **WHAT THE SCHOOL IS DOING**

Each class is represented by members on the School Council. Class issues are brought to the Council meeting which is held at least twice a month.

Every September, classes will write their own class rules and display them in the classroom.

Class teachers will make children aware of the above on a regular basis as part of their Literacy work, drama, circle time, and through units of work in the Statements to Live By taught in all classes.

Class teachers will address the importance of friendship in PSHE particularly with regard to the development of the emotional and social competence of pupils. The process will include how to make friends and how to cope with friendship breakdowns and reinforce the importance of class identity.

The school has a designated governor (Mike McGowan), who works alongside the headteacher to take a lead role in tackling any issues surrounding bullying.

The school keep a record of instances of unacceptable behaviour. This helps to identify if there is a pattern to the incidents.

Any incidents of unacceptable behaviour are dealt with as soon as possible.

## **ROLE OF PLAYGROUND ACTIVITIES AND LUNCHTIME SUPERVISORS**

Whenever possible, unless the weather is very unsuitable, a variety of playground equipment is available for children to keep them active and valuably occupied to prevent opportunities for bullying occurring. Lunchtime Supervisors are encouraged to be vigilant and to react sensibly to any possible bullying situations and issues. Lunchtime Supervisors are advised to inform the class teacher, in the first place, to deal with the issue. If necessary the Headteacher is informed if it is felt the issue is more serious or has been continuing, despite action being taken.

## **WHAT THE STAFF ARE DOING AT SCHOOL**

1. By word and example showing that everyone is equally important.
2. The school has established a School Council with representatives from each class. Problems, issues and concerns of the pupils are discussed openly and, wherever possible, solutions are found.
3. All complaints are investigated and if found necessary parents of victims and bullies are contacted immediately by telephone or in person. Sometimes it may be necessary to arrange a meeting with both sets of parents to discuss the issues.
4. Children are taught strategies of how to deal with bullying through their work in the SEAL project, PSHE lessons; Religious Education lessons 'Statements to Live By'.
5. Bullying is an open subject, it is discussed at assemblies and in class and children are encouraged to discuss any problems.
5. Children are encouraged to accept responsibility for their actions.
6. Children are told that hurting people, whether physically or emotionally, is wrong.
7. Each child is encouraged to recognise his/her own self-worth through play, writing and discussion (e.g. circle time).
8. Emphasis is placed on caring and kindness to counteract bullying behaviour. Language such as 'Why have you chosen to ...?' is used to encourage the child/children to think through their actions.
9. Every effort is being made to develop a positive attitude in all the children whereby tolerance of others and respect for individual differences are seen as being of paramount importance in relationships with others.
10. Each class will also have a 'Concerns/Worries Etc.' box. Children will be encouraged to write down their problems and they will be discussed during circle time or privately with the child.
11. Openness and honesty about fears and feelings is encouraged so that opportunities arise for identifying bullying e.g. writing stories, games, discussions and role play.

**PLEASE REMEMBER WE ARE A LISTENING SCHOOL,  
COME AND TELL US IF THERE IS A PROBLEM**

## **THE SCHOOL POLICY:**

The school will:

- Take all bullying problems seriously.
- Investigate all incidents thoroughly.
- Inform parents of both bully and bullied if the incident is found to be one of bullying.
- Provide support for both victim and bully.

## **WHAT WILL THE SCHOOL DO FOR THE VICTIM?**

The school will:

- Reassure the victim that the bullying will stop and that telling does not rebound on the victim.
- Support the victim by listening and by encouraging them to talk about their experience.
- Tell the victim how the bully is feeling.
- Ask the victim to accept the bully's apology.
- Tell the victim who to turn to should any further problems arise. This person can be agreed with each individual.

## **CHILDREN ARE TAUGHT THAT THEY MUST ASK FOR HELP IF THEY NEED IT**

## **WHAT WILL THE SCHOOL DO FOR THE BULLY?**

The school will:

- Talk to the bully/bullies and get the bullying stopped.
- Try to find out why the bullying is happening.
- Try to solve the problem between the bully/bullies and the victim.
- Tell the bully how the victim is feeling.
- Help the bully to accept responsibility for his/her actions.
- Help the bully to change his/her behaviour by keeping in contact with them.
- Do everything it can to help a bully who admits he/she has a problem.
- Bring the victim and bully together, with an adult present, for the bully to apologise to the victim.
- Monitor future actions of the bully to ensure bullying does not continue.
- In the event that serious bullying persists, assertive discipline procedures will be followed. (See Behaviour Policy).



## RECORDING INCIDENTS

The Headteacher has ultimate responsibility for monitoring any bullying incidents and ensuring they are dealt with appropriately and efficiently.

The record of bullying incidents will be assessed and analysed on a termly basis (by the Headteacher) and the Policy reviewed, in light of this. Specific questions in pupil, parents/carer and staff surveys will be used to pinpoint any issues.

## **APPENDIX A**

### **TACKLING CYBERBULLYING**

Mobile, Internet and wireless technologies have increased the pace of communication and brought benefits to users worldwide; but their popularity provides increasing opportunities for misuse through 'cyberbullying'. School staff, young people and parents have to be constantly vigilant and work together to prevent this form of bullying and tackle it whenever it occurs.

What is cyberbullying?

Research commissioned by the Anti-Bullying Alliance from Goldsmiths College, University of London, identifies the following categories of cyberbullying:

- Text message bullying
- Picture/video clip bullying
- Phone call bullying
- Email bullying
- Bullying through instant messaging e.g. Facebook, twitter
- Bullying via websites

Who is most vulnerable?

Because of the anonymity that new communications technologies offer, anyone with a mobile phone or internet connection can be a target for cyberbullying. What's more, bullies can reach much larger numbers within a peer group than they can with conventional bullying, for example, vindictive comments posted on a website can be seen by a large number, as can video clips sent by mobile phone.

School Policy

We have a Code of Practice which promotes safe internet etiquette; this is agreed and signed by all parents/carers.

Pupils in Years 5 and 6 who walk home from school can seek written permission to bring a mobile phone.

Where special permission has been granted for a child to carry a mobile phone to and from school then the mobile phone **MUST** be left at the school office first thing in the morning and collected after school.

Pupils at St Joseph's are not allowed to bring into school or take a mobile phone with them on a school trip.

As part of the ICT curriculum pupils will be taught about safe internet etiquette and the risks of new communication technologies, the consequences of their misuse and how to use them safely.

All e-communications used on the school site or as part of school activities off-site are monitored.

We advise our pupils never to give out personal contact details online or post photographs of themselves on sites.

We advise our pupils that they should not respond to abusive emails, text messages or phone calls and should always tell an adult.

Security systems are in place to prevent images and information about pupils and staff being accessed improperly from outside the school.

We will work with other outside agencies to manage cyberbullying.

We will take action if a pupil is being cyberbullied or is bullying someone else.

We have established good links between our school and counselling organisations and will seek advice and support if and when necessary.

If cyber bullying happens out of school the school will investigate and deal with the parties involved. (Please refer to the school's e-Safeguarding Policy.)

There is a Parentinfo link on the school website which will help to keep parents informed about how to keep their children safe on the internet.

Advice for Parents (websites)

[www.bullying.co.uk](http://www.bullying.co.uk)

[www.direct.gov.uk/en/parents/yourchildshealthandsafety/worriedabout/DG\\_10015786](http://www.direct.gov.uk/en/parents/yourchildshealthandsafety/worriedabout/DG_10015786)

[www.direct.gov.uk/en/youngpeople/healthandrelationships/bullying/DG\\_10031370](http://www.direct.gov.uk/en/youngpeople/healthandrelationships/bullying/DG_10031370)