

This policy should be referenced alongside the following school, LA policies and DFE guidance including: Behaviour and discipline, E safeguarding, Attendance and Punctuality, Use of reasonable force, Equal opportunities, Health & Safety, Safeguarding, Special Educational Needs, Equality act, Prevent duty, Preventing and tackling bullying guidance.

The school anti bullying policy acknowledges the school's legal duties under the Equality Act 2010 and in respect of pupils and their families who fall under the protected characteristics outlined in the act. No pupil or their families will be discriminated (directly or indirectly) harassed or victimised in anyway because of their sex, race, religion & beliefs, disability, sexual orientation and gender reassignment

Principles and values

At Normanton All Saints CE (A) Infant School all stakeholders aim to create a happy, caring and safe environment where children and adults can respect and value each other. We work hard to enable all children to feel valued and supported and be able to behave sociably. This policy clearly explains the procedures for preventing and responding to bullying behaviour.

Our position on bullying

At our school bullying is not tolerated, all staff are vigilant and bullying behaviour is always unacceptable. We strongly believe:

'All children have rights, no matter who they are, where they live, what their parents do, what language they speak, what their religion is, whether they are a boy or girl, what their culture is, whether they have a disability, whether they are rich or poor. No child should be treated unfairly on any basis.'

UN Convention on the rights of a child (Article 2)

School responsibilities

All schools have a duty under the Education Act 2002 to 'Safeguard and promote the welfare of pupils.' The Education and inspections act 2006 states that schools should 'Encourage good behaviour and prevent all forms of bullying amongst pupils.' At Normanton All Saints CE Infant School the designated persons with a responsibility for bullying are the Headteacher and Assistant Headteachers. All incidents of bullying behaviour are to be reported to the designated persons.

Definition of bullying behaviour

Bullying is...

'Behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or a group either individual or group either physically or emotionally bullying can take many forms (for instance cyber bullying via text messages of the internet) and is often motivated by prejudice against particular groups, for example race, religion, gender, sexual orientation or because a child is adopted or has caring responsibilities'

DFE advice 'Preventing and tackling bullying' (2014)

Bullying differs from other aggressive behaviours because it repeatedly and intentionally hurts others.

Key elements of bullying

- ✓ Intent
- ✓ Repetition
- ✓ Over time
- ✓ Imbalance of power
- ✓ Relationships

Types of bullying

Bullying behaviour can be classified as direct or indirect.

Direct bullying can be:

- Physical (e.g. hits and damages belongings)
- Verbal (threats, insults, nasty teasing)
- Non-verbal

Indirect bullying can be:

- Cyber/E bullying

Cyber bullying

The rapid development of, and widespread access to, technology has provided a new medium for 'virtual' bullying, which can occur in or outside school. Cyber-bullying is a different form of bullying and can happen at all times of the day, with a potentially bigger audience, and more accessories as people forward on content at a click.

The wider search powers included in the Education Act 2011 give teachers stronger powers to tackle cyber-bullying by providing a specific power to search for and, if necessary, delete inappropriate images (or files) on electronic devices, including mobile phones. For further information see the school E-Safeguarding policy.

Bullying can be carried out because of:

- Appearance
- Ability
- Health
- Family or home circumstance
- Sex/Gender
- Social class
- Race/religion/culture
- Disability/SEN
- Homophobia/Sexual orientation
- Sexist, sexual and transgender

Bullying can take place between:

- Pupil/Pupil
- Pupil/Staff
- Staff (adult) on pupil
- Parents/Staff
- Staff/Parents
- Parents/Pupil
- Pupil/Parent
- Staff/ Staff

Intervention and prevention

At Normanton All Saints Infant School we aim to create a caring and supportive environment where children feel happy, safe and well cared for. We work together to create a whole school class family ethos in which we encourage co-operative behaviour and aim to promote working together as a team to prevent bullying. 'A schools response to bullying should not start at the point at which a child has been bullied.' *DFE Preventing and tackling bullying 2014*

Here are some of the strategies we use to prevent bullying behaviour:

- ✓ SEAL curriculum

Our SEAL curriculum provides extensive opportunities through focused themes which explicitly discuss and explore different emotions, relationships and social skills. We have devised strategies and resources within school to support pupils when managing and dealing with uncomfortable feelings, calming down and the ability to show empathy towards others.

- ✓ Weekly collective worship
- ✓ Anti bullying week

We annually participate in the 'Anti bullying week' which raises awareness and highlights key messages about getting along.

- ✓ Rights and responsibilities

We stress to all our pupils that:

- Everyone has the right to feel safe
- Everyone has the right to learn
- Everyone has the right to be treated with respect

Every child has the responsibility to enforce these rights

- ✓ Class rules
- ✓ Rewards and sanctions

Our 'Cool at School' behaviour system provides a consistent approach across each class.

- ✓ Adult supervision
- ✓ Playground project

A play leader is used at lunchtimes and playtimes to encourage children to participate in playground games. This aims to reduce the chance of unacceptable behaviour taking place and helps model the correct social play. The playground buddy system is in place and is effectively monitored by the Learning Mentor

- ✓ Support programmes for vulnerable groups delivered by our Learning Mentor including Social stars
- ✓ Information for parents is displayed on each class notice board this includes NSPCC, ABA and Childline contact details, designated persons posters, support fliers and relevant school policies

Within school we are always striving to improve our policies and procedures by attending relevant available training and working alongside agencies such as the Anti Bullying Alliance, NPSCC and Childline.

Reporting and responding to bullying**Reporting**

All reports of bullying will be addressed and priority will be given to support those being bullied and to stop the bullying. It is the schools responsibility to assess the seriousness of the bullying and determine the appropriate action that should be taken. We will work to help and support those responsible for the bullying to understand the impact of bullying and to support them in changing their behaviour.

When dealing with incidents of bullying behaviour staff will assess the severity and decide whether the behaviour is low, medium or high level bullying behaviour. After deciding on the severity the member of staff will then follow the following procedures:

- Low- Class teacher will involve the children in dealing with the incident within the setting
- Medium- Class teacher will inform the designated persons and then deal with the incident involving the children and informing the parents of all parties
- High- Designated persons will deal with the incident. The incident will be logged and parents and children will be involved in dealing with the incident

During an incident staff use the behaviour incident support cards to send for help and support from one of the designated persons responsible for behaviour. See the schools behaviour and discipline policy for further information.

Responding

Within school all staff will make it known to children that they are available and ready to listen to them. We encourage children to talk openly to staff about any behaviour that upsets them or makes them feel uncomfortable. If a child is experiencing bullying behaviour they can talk to the following members of staff:

- ✓ Teacher
- ✓ Classroom support assistant
- ✓ Lunchtime supervisor
- ✓ Office staff
- ✓ Learning mentor
- ✓ Headteacher

Alongside encouraging the children to talk to staff about behaviour that upsets them, other children, parents and staff have a duty to report any instances of bullying behaviours to the designated persons.

When approached with concerns of bullying behaviour staff will listen to the concerns, all reports will be taken seriously and followed up by the child's class teacher. Staff will then judge the severity of the incident and respond following the standard school procedures. Each instance of bullying behaviour may require a different response depending on the child. For Low and Medium level incidents children will be spoken to individually. An apology to the victim and a reminder of appropriate behaviour will be the usual format in dealing with the majority of incidents. Depending on the severity of the incident the children involved may spend some time with the learning mentor working on strategies for managing feelings and behaviour in an appropriate way, the victim may also work alongside the learning mentor developing new friendship groups and strategies to overcome difficult situations. The pupil demonstrating bullying behaviour may lose privileges such as playtimes and staff will do all they can to assist the pupil in changing his/her behaviour in the future. In high level incidents, the Headteacher will record the details and inform parents. Exclusion procedures may follow if the child's behaviour continues to cause severe problems.

If a bullying incident is reported by a parent standard school procedures will be used, all reports will be dealt with promptly and parents will be informed about what will happen next. In the instance of a parent complaint, the parent will be asked back into school for a review after the incident has been dealt with.

Roles and responsibilities

All schools have a duty under the Education Act 2002 to 'Safeguard and promote the welfare of pupils.' The Education and Inspections Act 2006 states that schools should 'Encourage good behaviour and prevent all forms of bullying amongst pupils.' At Normanton All Saints Infant School everyone involved in the life of school must take a responsibility for promoting a common anti bullying approach by being supportive of each other, providing positive role models and conveying a clear understanding that we disapprove of unacceptable behaviour.

Recording bullying incidents

Incidents of high level bullying behaviour will be recorded by the designated persons. The designated person will be responsible for filling in the bullying incident log which will be shared with the parents of the children involved, the class teacher and the governing body. These incident logs will be monitored and any patterns in behaviour identified. The incident logs will be shared with the child's class teacher who will be vigilant in spotting any further incidents. These will include the resolution of bullying incidents and any additional evidence e.g. correspondence from parents. All staff and Governors will be consulted in reviewing the effectiveness of this policy and the standard school procedures. Any incident of racism within school will be reported to the LA.

Parents

We work very closely alongside our parents and carers to deal with incidents of bullying behaviour. We rely on our parents to be open and honest with the school regarding bullying behaviour and ask that they work together with the school to resolve any incidents as swiftly as possible with the best interests of the child at heart. We ask that parents:

- Share concerns with school as soon as possible following the correct procedures
- Work in partnership with the school with transparency and support one another other
- Share information with each other openly
- Work towards a shared goal of resolving the situation

In the instance of the school not reaching a satisfactory outcome parents are asked to share their concerns and feedback with the designated person.

Monitoring and review

This anti bullying policy will be reviewed every two years by all stakeholders. The school anti bullying assessment toolkit, provided by the anti bullying alliance will be used to aid the review process. All stakeholders will be involved in the policy review. The views and opinions of parents/ carers will be also gathered during our anti bullying week and these will be collated and used to inform future policies and procedures. As a school we are members of the Anti Bullying Alliance to further develop 'good practice' and ensure we are up to date with the latest advice guidance and information.

Promotion

Parents are informed of our antibullying policy through our EYFS induction meetings where they receive a copy of the school policy these are also displayed throughout the school on each class family notice board. Each child and parent is asked to sign a copy of our home school agreement which strongly emphasises the role of parent and carers in supporting school policy and procedures.

The school also has a child friendly 'Anti bullying' flyer for families to share at home. This is available on the schools website.

Safeguarding (please see Safeguarding Policies and Health and Safety Policies for further details)

Child Protection Through their day-to-day contact with pupils and direct work with families, education staff have a crucial role to play in noticing indicators of possible abuse or neglect. Where it appears to a member of staff that a child may have been abused, the school is required, as part of local child protection procedures, to report their concerns to social services immediately. The Headteacher (and the Deputy Headteacher in her absence) is the designated teacher responsible for child protection. The Chair of Governors is the designated governor responsible for child protection.

Data Protection Act 1998 School collects data in order to meet its statutory responsibilities for the provision of education to children in accordance with the requirements of the Education Act 1996 and The School Standards and Framework Act 1998. Some of this data will be shared with Wakefield Metropolitan District Council and may be shared with other agencies that are involved in the health and welfare of school children. Please be aware that personal data is also covered by the Data Protection Act 1998 whereby you as an individual may be liable if you disclose personal data inappropriately. Please see the school's Data Protection policy.

Safe recruitment and selection of staff This school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All posts are exempt from the Rehabilitation of Offenders Act, therefore all convictions must be declared. Providing false information is an offence. Appointed staff, governors, regular volunteers and trainees have identity, qualification and criminal records bureau checks and have been successfully cleared to work with children.

Inclusion The policy will be applied to all pupils. We welcome our general responsibilities under the Disability Equality Duty by promoting equal opportunities, eliminating discrimination and improving access to learning for disabled people. In order to comply with the requirements of the DDA 2006 we will make reasonable adjustments to ensure all stakeholders understand and can follow this policy. We will actively seek to remove any barriers to learning and participation that may hinder or exclude individuals or groups of pupils.

Signed
Headteacher

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Chair of Governors