



May 2015

Anti-Bullying Policy

**The Bluecoat
School**

We believe....

- At The Bluecoat School we aim to provide a safe, caring and friendly environment for all our children and young people to allow them opportunities to learn effectively, improve life chances and help them maximise their potential.
- We will strive to ensure children and young people feel safe, including understanding the issues relating to safety, such as bullying and that they feel confident to seek support should they feel unsafe.
- An anti-bullying policy should be a document that wherever possible should be understood by children and written so that they can follow the guidance it contains and use it to keep safe and find support should they need it.

Aims and Objectives

Aims

- bullying behaviour is not acceptable
- We aim to prevent bullying from happening
- All adults working in school are required to have read and become familiar with this policy
- All adults working in school will know their role in this policy and are able to respond to the needs of children
- All our children and young people and their parents should be aware of what to do if bullying occurs
- All forms of bullying should be taken equally seriously.

Objectives

The most effective way of preventing bullying is to create effective environments in which:

- the contribution of all children and young people are valued
- all children and young people can feel secure and are able to contribute appropriately
- stereotypical views are always challenged, and children and young people learn to appreciate and view positively differences in others whether arising from race, culture, gender, sexuality, ability or disability and religious beliefs
- children and young people learn to take responsibility for their actions and behaviours both in school and in the wider community
- all forms of bullying and harassment are challenged
- children and young people are supported to develop their social and emotional skills through assembly, SEAL and other PHSE work.

What is Bullying?

At The Bluecoat School we believe that bullying happens when:

- Someone is unkind to you and they do it again and again
- Someone deliberately kicks, hits, pushes or punches you

- Someone deliberately hides or breaks your things
- Someone calls you names or swears at you again and again
- Someone is spreading rumours or talking unkindly about you
- Something is done on purpose to hurt someone else's feelings
- You are deliberately left out
- Someone looks at you badly all the time
- Someone tries to wind you up
- Something keeps happening to you that makes you unhappy
- Someone is using their phone or computer to deliberately upset you

When does teasing become bullying?

- Teasing is when you're both having a laugh;
- Bullying isn't funny!
- Teasing should be fun, - it isn't meant to hurt.
- Teasing is a one off – the hurt doesn't last.
- When teasing becomes physical and starts taking it seriously.
- When whoever is doing the teasing starts to mean it.
- When it's not funny anymore.
- Teasing should stop when you ask for it to.
- Teasing can be fun – bullying never is!

How might we know someone is being bullied?

Someone who is being bullied may act differently from the way they do normally. We should look for:

- Someone becoming nervous or shy
- Pretending to be ill
- Being off school lots
- Wanting to stay near adults all the time
- Changing the way they work
- Lacking concentration
- Unusual behaviour

All adults in school should be alert to these signs of bullying and act promptly to see if there is a problem.

Who are the bullies?

- Bullies look like everyone else. It's what they do that makes them bullies.
- Bullies can be boys or girls.
- A bully is someone who hurts other people regularly.
- Someone who picks on a smaller or weaker child is a bully.
- A bully is someone who thinks they can get away with hurting others.
- Bullies can act on their own or as part of a group.
- A bully may have been someone who has been bullied themselves.
- We can all be bullies, but most of us don't want to be!

Who is a victim?

- A victim is innocent and doesn't have to have done anything to their bully.
- A victim is the person who is getting hurt.
- A victim is someone who is getting picked on.
- A victim is afraid or frightened of their bully.
- A victim may be smaller or weaker than their bully.
- A victim often feels sad and lonely.
- A victim needs support and help to make the bullying stop.
- Anyone can be a victim. All of us can help

What should you do if you are being bullied?

- Ask the bully to stop.
- Shout "NO!" or "STOP IT!"
- Tell an adult that you trust, a teacher or parent.
- Tell a friend.
- Don't retaliate.
- Talk about what is happening to you – don't hide it.
- The rule not to tell tales was invented by bullies – and the people who don't really want to stand up to them.
- Keep on telling until it stops.

What will happen if you tell an adult in school and what will they do?

Adults should reassure you that they are going to help. They may need to tell other adults so that everyone can work as a team to make things better. Once the adults in school know they should:

- Make it stop
- Sort it out straight away by talking to the bully.
- Look after the victim.
- Give help and advice to the victim.
- Talk to the victim and the bully separately.
- Bring them together to help resolve the issue.
- Talk to the victim's parents.
- Talk to the bully's parents if this is the second time.
- Staff will record concerns, support and any intervention on a Bullying Incident Report Form

All adults are responsible for children's safety. You are able to tell any adult in school that you need help.

What should happen if I tell a parent or carer I'm being bullied in school?

A version of this policy is available on the school website. The grown up could go and look at it for some advice.

Adults at home should:

- Listen carefully to what you say without getting cross
- Explain that they need to tell someone in school what has happened so that you can be helped.
- Contact school and explain what has happened.
- Give everyone in school some time to find out more and to make plans to help.
- Let school know if there are still things happening after it has been dealt with

How can we help the victim?

- Give the chance to talk about what has happened to them with an adult of their choice who will listen carefully.
- Make sure they know it wasn't their fault.
- Play with people who are alone and open to bullies.
- Let the victim of bullying play with you to make them feel happier.
- Help them feel good about themselves by being their friend.
- Victims need our help, support and love to get over their bullying.

How can we help the bully realise what he/she has done?

We all need to be protected, but bullies need help too. We need to help The bully by:

- Discussing what has happened and why they became a bully. Bullies need to know how much they have hurt someone else.
- Take the bully away (from other children) for a short time.
- Try to make the bully realise how unhappy they have made the victim
- Give the bully a chance to change and explain what help they will have to do this.
- Help the bully to be a better/ happier person.
- We may need the help of parents/carers of the bully who can help change the bullies behaviour. This may need a special plan or regular talking between home and school.

Keeping this policy up to date

In order to make sure that no one forgets how important this policy is, we will look at parts of the policy every year, either in class or assembly work. A copy of the policy is in every classroom and one is kept in the school library in case anyone wants to look at it. When anyone has a good idea of ways to make this policy better we will add them in or change the advice.

What happens if the bullying still won't stop?

Any form of bullying is considered to be unacceptable and is subject to 'zero tolerance' (see the school's Behaviour Policy)

Depending on the seriousness of any 'zero tolerance' behaviour, the following actions can be taken:

- Parents informed and involved in the behaviour management process including the creation of a specific support plan (see Appendix 1)
- Referral to Senior Management/Headteacher
- The implementation of a monitoring and recording process with the involvement of an identified member of senior management
- The use of reasonable force to prevent pupils committing an offence, injuring themselves or others, or damaging property and to maintain good order and discipline in the classroom in accordance with section 93 of the Education and Inspections Act 2006

Further Sanctions

The Headteacher can impose further sanctions:

- Ask parents to escort pupils to and from the premises before and after school, on safety grounds
- Fixed term exclusion
- Permanent exclusion
- Exclusions will be carried out in accordance with statutory guidance, Local Authority procedures and with full involvement of the Governing Body and should only be used in the most serious of cases. Fixed term exclusion, if deemed necessary, will facilitate a period of time for reflection and to enable all relevant parties to seek a positive solution if at all possible.

Prior to any exclusion of a child the following steps must be taken:

- Full consultation with parents (well before the stage where possible exclusion is being considered as a response) **unless** exclusion is in response to a specific serious incident
- Full consultation with all relevant staff about the child's difficulties
- Involvement of the child where appropriate, including providing them with a clear explanation for any action taken in response to their behaviour
- Discussion with the Educational Psychologist and/or relevant outside agencies
- An opportunity for parents to present their case
- Individual support/behaviour plans created and regularly reviewed.

Anti- bullying Policy for The Bluecoat School

Date of approval and adoption: _____

Date for next review: _____

(no more than 2 years from first date – more frequently when needs arise. A new date for review needs to be set at each review)

Signed by:

Headteacher (signature): _____

Signed by:

Chair of Governors (signature): _____

Anti-bullying information sheet for pupils:

Is it bullying?

It is if you feel hurt because individuals or groups are:

- calling you names
- threatening you
- pressuring you to give someone money or possessions
- hitting you
- damaging your possessions
- spreading rumours about you or your family
- using text, email or web space to write or say hurtful things (cyberbullying).

It is bullying if you feel hurt because of things said about your ethnic background, religious faith, gender, sexuality, disability, special educational need, appearance or issues in your family.

We do not tolerate bullying. This is what we do about bullying:

- make sure that the person being bullied is safe
- work to stop the bullying happening again
- provide support to the person being bullied.

What should you do?

Talk to someone you trust and get them to help you take the right steps to stop the bullying.

If you feel you are being bullied:

- try to stay calm and look as confident as you can
- be firm and clear — look them in the eye and tell them to stop
- get away from the situation as quickly as possible
- tell an adult what has happened straight away or, if you do not feel comfortable telling an adult, tell a friend.

If you have been bullied:

- tell a teacher or another adult in your school
- tell your family
- if you are scared to tell a teacher or an adult on your own, ask a friend to go with you
- keep on speaking until someone listens and does something to stop the bullying
- don't blame yourself for what has happened.
- When you are talking to an adult about bullying be clear about:

What has happened to you, how often it has happened, who was involved, who saw what was happening, where it happened, what you have done about it already.

If you find it difficult to talk to anyone at school or at home, ring ChildLine on **freephone 0800 1111**. This is a confidential helpline. If you are hard of hearing you can use the **textphone 0800 400 222**. You can also write to Freepost 1111, London N1 0BR. The phone-call and letter are free.

Anti-bullying information sheet for parents

Is it bullying?

It is if individuals or groups are:

- calling your child names
- threatening him/her
- pressuring your child to give someone money or possessions
- hitting your child
- damaging your child's possessions
- spreading rumours about your child or your family
- using text, email or web space to write or say hurtful things about your child (cyberbullying).

It is also bullying if your child feels hurt because of things said about their ethnic background, religious faith, gender, sexuality, disability, special educational need, appearance or specific issues in your family.

What should you do if your child is being bullied?

- Talk to school staff about the bullying. At The Bluecoat School your first contact point to report concerns about bullying is (class teacher/form teacher). They are best contacted on 01780 764202
- It will help to sort out what action to take if you can bear in mind that the teacher may have no idea that your child is being bullied or may have heard conflicting accounts of an incident.
- Be as specific as possible about what your child says has happened; give dates, places and names of other pupils involved.
- Make a note of what action the school intends to take.
- Ask if there is anything you can do to help your child.
- Stay in touch with the school. Let them know if things improve as well as if problems continue.

What will The Bluecoat school do?

The Bluecoat School does not tolerate bullying. This is what we do about bullying:

- work to make sure that the person being bullied is safe
- work to stop the bullying happening again
- provide support to the person being bullied
- take actions to ensure that the person doing the bullying learns not to harm others.

Families who feel that their concerns are not being addressed appropriately by the school might like to consider the following steps:

- check with the school anti-bullying policy to see if agreed procedures are being followed
- discuss your concerns with other parents
- make an appointment to discuss the matter with the Headteacher and keep a record of the meeting
- if this does not help, write to the chair of governors explaining your concerns and what you would like to see happening.

If you need further support and information at any stage or the problem remains unresolved, ring the helpline at Parentline Plus **0808 800 2222** or contact other local and national support groups.