

*St Margaret Clitherow Catholic  
Voluntary Primary and Nursery Academy*



*Anti Bullying Policy*

# St Margaret Clitherow Catholic Academy

## Anti Bullying Policy



### **Mission Statement**

St Margaret Clitherow Academy is a community concerned with the growth and development of the whole person. In our community great importance is attached to every individual. The foundation of all that school does is the person of Christ, who is at the centre of the community. Our aim is to encourage individuals to grow to Christian maturity through the opportunities we provide.

**'Love one another, as I have loved you.'**

At St Margaret Clitherow Primary Academy bullying, sexual and racial harassment are considered as very serious, unacceptable forms of behaviour; and subsequently are treated as separate issues within our behaviour policy statement. This policy aims to reduce incidents of bullying, educate all members of the school community and encourage data sharing. Bullying can affect children and adults (this policy includes staff as well as pupils).

The Children Act 2004 resulted in 5 Every Child Matters (ECM) outcomes being created which Our Lady's is dedicated to working towards. These are:

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic well-being

This policy is designed to aid the 5 ECM outcomes and is in accordance with the Children Act 2004, Education and Inspections Act 2006, DCSF Safe to Learn guidance (2007) and the Education Act 2002.

### **Definition of bullying**

***"A person is bullied when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more other persons, and he or she has difficulty defending himself or herself."*** (Dan Olweus, creator of Olweus Bullying Prevention Programme).

This definition includes three important components:

1. Bullying is aggressive behaviour that involves **unwanted, negative actions**.
2. Bullying involves a pattern of behaviour **repeated over time**.
3. Bullying involves an **imbalance of power** or strength.

Bullying can be physical (violence, frequent fighting, damage to property and rough treatment), verbal (name calling, teasing, threatening, sexual or racist taunts) or relational (rumours, social exclusion or by phone/ computer).

Bullying can be racial, religious, cultural, related to SEN or disabilities, appearance or health conditions, home circumstances, sexual orientation, sexism or cyber bullying. Cyber bullying is the use of Information Communications Technology, particularly mobile phones and the Internet, deliberately to upset someone else. Cyber bullying can take any of the following forms:

- Threats and intimidation
- Harassment and stalking
- Defamation/hate or bias-bullying
- Exclusion
- Identity theft, unauthorised access and impersonation
- Publicly posting, sending or forwarding personal or private information or images
- Manipulation

Cyber bullying is a criminal offence under the Protection from Harassment Act, the Communications Act 2003 and the Malicious Communications Act. Cyber bullying can happen at anytime and sometimes can be by someone the victim doesn't even know.

### **Reporting and responding to bullying**

A child being bullied **MUST** tell - a teacher **WILL LISTEN** and **ACT**. Any parent/carer suspecting that their child is being bullied must contact school immediately so that action can be taken to **STOP** this. If the teacher is aware of bullying then they will take appropriate action immediately to ensure a prompt response. The Headteacher **MUST** be informed and the Senior Leadership Team is responsible to ensure work is done in school to prevent bullying.

If any person (child, parent or staff) witnesses bullying in any form, they must speak to the Headteacher or a member of the Senior Management Team immediately. The School has the expectation that no person will be a bystander and allow bullying to happen without seeking help.

The following steps will be taken if children bully or sexually/racially harass others:-

- The child will be told that their behaviour is unacceptable and the reason why will be explained.
- If the bullying is happening during playtimes/lunchtimes then the child will stay inside school during these times.
- The Headteacher will be informed immediately of any incidents involving physical violence and verbal abuse to children/adults. Any violence or severe negative behaviour against another person will result in the perpetrator being placed on a behaviour plan (in line with the school's behaviour policy) or other disciplinary action.
- Parents/carers will be notified and asked to come into school to see the Headteacher and designated teacher to discuss the matter.

- This may result in contracting with the child, recorded in a Home/School liaison Handbook or on a Behaviour plan – setting attainable goals for the child to work towards improving their behaviour.

If the harassment/bullying is occurring at home time then parents/carer will have to collect the child and escort them home to ensure they don't threaten/bully other children, for a set period of time.

- If the child does not respond appropriately they will be sent home from school for a fixed period. It will be made clear to parents/carers that after exclusion there will be a general review of the child's behaviour. Any exclusion will be decided by the Headteacher with cases being looked at on an individual basis. If it is necessary to formally exclude more than once and there is no improvement in the child's behaviour it will be necessary for the Headteacher and School Governors to consider further measures in accordance with the 1986 Act.
- Restorative approaches may also be used, by enabling the perpetrator and victim to speak openly in a safe forum, through small group work with a member of staff to improve empathy, assertiveness and build positive relationships.
- Support will be available for anyone affected by bullying. If necessary, referrals can be made via the SENCO (Zoe O'Neill) for outside agency work, such as counselling, advice and intervention from Nottingham Anti-bullying Service. Staff can seek support through the schools Wellbeing Counselling through the Schools Advisory Service or by talking to his/her line manager.

Cyber bullying – **do not** reply or respond to any form of cyber bullying. **Do** save any images, emails, texts or comments as E-evidence and present to the Headteacher (or Police/PCSO if necessary). Many chat sites have the facility to block people and report incidents and the user, which the School recommends to do. Service providers can, in most cases, trace where the message/data came from so cyber bullies do not remain anonymous. The Education and Inspections Act 2006 gives schools the powers to regulate pupils' behaviour out of school and can result in items such as mobile phones being confiscated. Sanctions for incidents of cyber bullying will be applied the same as listed above for bullying and incidents maybe referred to the Police if necessary.

Staff may lawfully search electronic devices, without consent or parental permission, if there is a suspicion that the pupil has a device prohibited by school rules, or the staff member has good reason to suspect the device may be used to:

- cause harm,
- disrupt teaching,
- break school rules,
- commit an offence,
- cause personal injury, or
- damage property

Any data, files or images that are believed to be illegal must be passed to the police as soon as practicable, including pornographic images of children, without deleting them. Any data, files or images that are not believed to be unlawful, may be deleted or kept as evidence of a breach of the school's behaviour policy.

### **Recording bullying behaviour and evaluating the policy**

All staff will record any reports of bullying on Serious Incidents Form (see appendix 1) and records will be kept and monitored by the Headteacher. Anyone who is or has experienced bullying will be given a diary to record any incidents of bullying. The Headteacher and SENCO will analyse reports to identify any patterns each term. This policy will be reviewed every 2 years by the Senior Management Team. The school community (staff, pupils and parents) will be consulted about this policy and its effects via an annual questionnaire.

### **Strategies to prevent the occurrence of bullying**

These are central to the Christian ethos of St Margaret Clitherow School, which seek to develop the school as a social community which promotes a sense of belonging, caring, sharing, co-operation and responsibility.

There is a real commitment through the school to an energetic delivery of Personal, Social and Moral education, which is appropriate to the child's development and experience.

This may take the form of:

- Story and Discussion
- Co-operative/circle games
- Role play/Drama
- Assemblies and Collective Worship
- Playground games
- SEAL lessons
- Annual Anti-bullying week

There is a more direct approach with the teaching of respect, tolerance and empathy for others and their beliefs/wishes as well as the skills required for peaceful problem solving, listening and discussion, actively encouraging trust, identifying and sharing personal feelings/experiences, in small groups or class situations through the curriculum itself – SEAL, R.E., History, Geography and English etc.

The teaching of independent learning skills "*Stop it! I don't like it*" – empowering the child to manage conflict situations in the playground and classroom.

A co-operative atmosphere for learning/play/sports games and teamwork skills are taught through PE, SEAL.

Positive reinforcement/affirmation- encourage children to feel good about themselves and others through:

- reward system (certificates, stickers)
- appreciation and celebrations of individuals and their qualities.

Designated staff offer conflict resolution, peaceful problem solving, anger management strategies, assertiveness training, talking through feelings, creating a circle of friends, etc. These are covered with individuals and/or small groups that often bring together the

victim and perpetrator with positive peer role models to improve relationships and empathy for others.

Outreach Support: - annual assembly & classwork through Childline, advice through Anti-bullying Alliance

Parents are advised to keep computers downstairs and out of children's bedrooms in order to closely monitor their child's computer activity as well as follow guidelines and child protection procedures advised by their service provider E Safety workshop for parents and carers

### **Strategies to help vulnerable children**

- Training about bullying and peer mediation given to 'Buddies'.
- Staff to identify children who would benefit from having a 'buddy' and help to pair up children.
- Teaching Assistants work closely with SEN pupils or any children who have a disability. Children are also taught to understand disabilities and SEN so are expected to seek help if they witness any bullying.

**St Margaret Clitherow Primary Catholic Academy:  
Bullying Incident Report Form**

Name of Pupil/s:

Date:

Name of person completing form:

Details of incident

Incident reported to

Action taken

Parent contacted

Signed: