



# **Hadley Wood Primary School Anti-Bullying Policy**

<b>Date the policy came into effect</b>	<b>July 2020</b>
<b>Date of the next policy review</b>	<b>July 2022</b>
<b>Name of the person responsible for this policy</b>	<b>Fran Worby</b>
<b>Issued to</b>	<b>Staff, governors and parents</b>
<b>Date of issue</b>	<b>July 2020</b>

## **Anti- Bullying Policy**

### **Rationale**

As a 'Values' school we are committed to a policy of inclusion, equality and justice. We provide a warm, caring and safe place for all our children so that they can learn and play in a relaxed and secure environment.

We believe that bullying of any kind is totally unacceptable and will not be tolerated in our school. We take all incidents of bullying seriously. No one deserves to be a victim of bullying. We believe that where bullying is challenged effectively pupils will feel safe and happy and we will demonstrate a school that cares. Everybody has the right to be treated with respect and pupils who are bullying others need to learn different ways of behaving.

At Hadley Wood Primary School, we acknowledge that bullying can and does happen from time to time and that bullying can happen to adults in the workplace. When bullying does occur, everyone should feel able to tell and know that incidents will be dealt with promptly and effectively in accordance with our school anti-bullying policy.

All children and young people have the right to be protected from physical, emotional and mental violence; a right enshrined in the United Nations Convention on the Rights of the Child. Children also have the right to learn, live, travel and play in a safe environment where they can thrive and achieve their full potential.

Our bullying policy should be read in conjunction with our school's behaviour for learning policy.

### **What is Bullying?**

At Hadley Wood we have an agreed understanding of what bullying is. This has been agreed by governors, staff, parents and pupils.

We recognise that bullying is the deliberate/premeditated targeting of an individual using physical or mental abuse to cause harm and/or intimidation and distress **over a period of time**. Bullying may be racist, sexist, or homophobic. People can be bullied for any reason; because of the way they look, because of their religion, their age, because of a learning or physical disability for example.

Bullying can take many forms. The main forms are:

- Physical – hitting, kicking, spitting, demanding money or belongings
- Verbal – name calling, insults making racist, sexist, homophobic or offensive remarks.
- Indirect – excluding or 'blanking', spreading gossip, damaging property, offensive or abusive emails, text messages or posts on websites – known as 'online bullying'. We believe that bullying someone by email or text messages is still hurtful and will be dealt with in the same manner.

### **Bullying is not:**

It is important to understand that bullying is not the odd occasion of falling out with friends, name calling, arguments or when the occasional trick or joke is played on someone. It is bullying if it is done several times on purpose.

Children sometimes fall out and say things because they are upset. When occasional problems of this kind arise, although unkind, it is not classed as bullying. It is an important part of children's development to learn how to deal with friendship breakdowns or a childish prank. We all have to learn how to deal with these situations and develop skills to repair relationships.

### **Why is it Important to Respond to Bullying?**

Bullying can be extremely damaging. It can lead to a lasting lack of self-esteem, depression, anxiety and physical harm. Everybody has the right to be treated with respect and no one deserves to be a victim of bullying. Pupils who are bullying need to learn different ways of behaving. Our school has a responsibility to respond promptly and effectively to issues of bullying, as outlined in the DfE document [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/623895/Preventing\\_and\\_tackling\\_bullying\\_advice.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/623895/Preventing_and_tackling_bullying_advice.pdf)

### **Safeguarding**

Hadley Wood fully recognises the contribution it can make to protect children and support pupils in school and beyond. We are fully committed to safeguarding our pupils through prevention, protection and support. We are also committed to actively promoting the fundamental British values of democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs; the pupils are encouraged to develop and demonstrate skills and attitudes that will allow them to participate fully in and contribute positively to life in modern Britain. It is our duty to protect children and young people against the messages of all violent extremism and to prevent terrorism. Any concerns should be referred to the Designated Safeguarding Lead or one of the named Designated Safeguarding Teams who have local contact details for PREVENT and Channel referral

### **Aims and objectives**

At Hadley Wood bullying is unacceptable and can damage children's individual and educational needs. We therefore do all we can to prevent it, by developing a school ethos in which bullying is not tolerated under any circumstances. This policy aims to produce a consistent school response to any bullying incidents that may occur. All members of the school community have the responsibility to recognise bullying when it occurs and take appropriate action in accordance with the school policy.

Within Hadley Wood Primary School we want:

- All children to feel safe to learn, play and enjoy the company of others.
- All children and adults to be treated fairly, with respect and dignity.
- All adults to feel happy and safe in the workplace.
- Everyone to listen carefully to what children and adults have to say and treat all accounts with due seriousness

The school will set about doing this the following ways:

- The school will meet the legal requirements for all schools to have an anti-bullying policy in place
- The school will work closely with other professional agencies to ensure that children stay safe as stated in the Children's Act 1989, the SEN and Disability Act 2001, the Government Green Paper 'Every Child Matters' 2003 (outcome 2) and The Children Act 2004. (See appendix 1 for more detailed legal framework).
- All governors, teaching and non-teaching staff, pupils and parents/guardians will have an understanding of what bullying is
- All governors, teaching and non-teaching staff, pupils and parents/guardians will know what the school policy is on bullying
- Pupils and parents/guardians will be assured that they will be supported when bullying is reported

- Whole school initiatives (staff training, celebration assemblies etc.) and proactive teaching strategies (PSHE lessons, circle time etc.) will be used throughout the school to reduce opportunities for bullying to occur.
- A positive, caring ethos will be created within the school environment where everyone can work and express themselves free from fear of being bullied

### **Signs and Symptoms**

A child may not want to tell anyone if they are being bullied, but their behaviour might well show that something is not right. Adults should be aware of these signs and investigate further if a child:

- is unwilling to go to school (school phobic)
- becomes withdrawn anxious, or lacking in confidence
- feels ill in the morning
- is frightened of walking to or from school
- starts stammering
- cries themselves to sleep at night or has nightmares
- changes their usual routine
- begins to underperform in school work
- comes home with clothes torn or books damaged
- has possessions which are damaged or 'go missing'
- has unexplained cuts or bruises
- asks for money or starts stealing money
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- becomes secretive, especially around internet links
- stops eating
- is frightened to say what is wrong
- is afraid to use the internet or mobile phone
- is nervous or jumpy when an online message is received

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.

### **Bullying off the School Premises**

While the school will make every effort to deal with bullying on the school premises and to prevent bullying outside the school gates, we recognise that we cannot be held directly responsible for bullying that takes place off site, by pupils in this school, or by pupils of other schools or on pupils' journey to school. At Hadley wood we encourage pupils to tell us about incidents that happen inside and outside school so that we can:

- raise concerns and take steps as appropriate e.g. contact police to alert them to trouble spots, gangs etc.
- alert colleagues in another school whose pupils are bullying off premises
- map safe routes to school in the event of a pupil being bullied on their journey to school
- offer pupils strategies to handle bullying off the school premises

### **What can you do if you are being bullied?**

We want everybody to feel confident to report bullying whenever and wherever it happens, and get the help they need to feel safe again. If someone is bullying you, it is important to remember that it is not your fault and there are people that can help you. Tell someone you trust, giving them as many facts as you can (Who? Where? What? Why? When? How?). All pupils know that if they are experiencing bullying

they should tell their teacher in the first instance or use the class Worry Box, which is monitored regularly, to voice their concerns.

### **What can you do if you see someone else being bullied? (The role the bystander)**

Ignoring bullying is cowardly and unfair to the victim. Staying silent means that the bully has won and gives them more power. There are ways you can help without putting yourself in danger, for example tell a member of staff as soon as possible or ask someone you trust about what to do.

### **Strategies in school for the prevention and reduction of bullying**

Whole school initiatives and proactive teaching strategies will be used throughout the school to develop a positive learning environment with the aim of reducing opportunities for bullying to occur. These include:

- each class agreeing on their own set of class rules.
- making national anti-bullying week a high profile event each year.
- raising awareness through assemblies, work in PSHE/P4C lessons and circle time discussions
- setting up circle of friends support network to support individuals experiencing difficulties
- using drama and role-play activities to help children be more assertive and teach them strategies to help them deal with bullying situations
- introducing playground improvements and initiatives, e.g. school sports leaders
- training year 4 & 5 pupils to be Peer Mediators
- using praise and 'Good to be Green' rewards to reinforce good behavior
- involving parents and the wider community
- multi-agency work – working with social services, police etc.

In addition, staff need to feel safe in order to help make the children feel safe. Staff are aware of procedures to follow in such an instance or they can contact their union for advice and support. All employees come under the Enfield - Equal Opportunity for All Policy. Equal opportunity for all should be the experience of Enfield staff, residents and service users, regardless of age, gender, disability, faith, race, sexuality, nationality, and income or health status.

#### Procedures for reporting and dealing with bullying incidents

At Hadley Wood Primary School all staff will respond calmly and consistently to all allegations and incidents of bullying. They will be taken seriously and dealt with impartially and promptly. **All those involved will have the opportunity to be heard.** Staff will protect and support all those involved whilst allegations and incidents are investigated and resolved.

The following step by step procedures will be followed in all cases:

1. Initially, staff will listen and speak to all children involved about any reported incident
2. All reported incidents will be fully investigated by the class teacher to ascertain whether they are a case of bullying or other behaviour issues which can be dealt with through the school's behaviour for learning policy
3. In all cases of bullying, the incidents will be recorded by staff on an 'incident form' (a hardcopy of which can be located to the end of this policy in Appendix 2)
4. Appropriate advice will be given to help the victim
5. Staff will reinforce to the bully/ies that their behaviour is unacceptable and they will be given a warning. The bully/ies will be asked to genuinely apologise for what they have done
6. Work will be done with the bully/ies (for example with the learning mentor or in circle times) to help him/her/them understand and change his/her/their behaviour including investigating the underlying reasons as to why they are bullying

7. In serious cases e.g. when threatening behaviour is involved, parents will be informed and invited into the school to discuss the problem. This meeting will be with the class teacher and phase leader and/or Inclusion Manager
8. If necessary and appropriate, the police will be consulted. This will be most likely in cases of online bullying, where the child is being targeted outside school hours
9. After the incident has been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place
10. Should the bullying continue the Headteacher may make a decision to exclude the child
11. The parents then have the right to appeal to the Governing Body and the LEA
12. Appropriate records will be kept of all incidents

All procedures regarding behaviour and bullying will be in accordance with the Equality Act 2010:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/315587/Equality\\_Act\\_Advice\\_Final.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/315587/Equality_Act_Advice_Final.pdf)

### **Monitoring**

As part of our monitoring strategy we will:

- Meet with pupils and give them regular opportunities to tell us if the policy is working from their point of view and if the school is responding to incidents effectively
- Review the effectiveness of the policy with governors at the Curriculum Committee, staff at staff meetings and parents through the use of Parent Forums and the Parent Survey

This policy should be read in conjunction with the following school documents:

Equal Opportunities

Learning and Teaching Policy

RE Policy

Collective Act of Worship Policy

SMSC Policy

Behaviour for Learning Policy

Inclusion Policies (SEND, MA G & T, EAL)

National Curriculum

Policy review: June 2022

## Appendix 1 - Legal Framework

- Since September 1999 all **schools** have been required to have an anti-bullying policy in place.
- **All agencies working with children and young people (including schools and colleges)** must have regard to the need to safeguard and promote the welfare of children, helping them to 'stay safe' from bullying and discrimination (Children Act 2004)
- **Human Rights Act 1998**  
Amongst other articles, this act prohibits torture, inhuman and degrading treatment and states that all citizens must have access to their rights without discrimination.
- **Race Relations Act 2000**  
Brought in a positive duty on all public bodies to eliminate racial discrimination and to promote equality of opportunity and good relations between persons of different racial groups.
- **Employment equality (Religion or Belief) Regulations 2003**  
Outlaws discrimination in employment and vocational training on the grounds of religion or belief.
- **Employment equality (Sexual Orientation) Regulations 2003**  
Outlaws discrimination in employment and vocational training on the grounds of sexual orientation.
- **Disability Equality Duty 2006**  
Brought in a positive duty on all public bodies to eliminate discrimination and promote equality of opportunity for disabled people.
- **Gender Equality Duty 2007**  
Brought in a positive duty on all public bodies to eliminate sexual discrimination and promote equality of opportunity and good relations between men and women.
- **Equality Act (Sexual Orientation) Regulations 2007**  
Outlawed discrimination on the grounds of sexual orientation in the provision of goods and services.
- There are some cases when bullying stops being bullying and becomes a crime. Serious physical assaults, sexual assault, racist or homophobic abuse for example can all be criminal activity, under the Harassment Act 1997 or of the Offences Against the Person Act 1861 for example.

Appendix 2 - Incident Form



**Incident Form    Date:**

**Name completing form:**

**Child/ren involved:**

**Description of Incident:**

**Next Steps:**

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