



Rhydri Primary School Anti-bullying Policy

(This policy should be read in conjunction with the Inclusion policy, behaviour management policy, Equalities policy and SEN policy)

Rationale

In a school environment bullying can be found both among pupils and staff. It is our aim to create a mutually caring relationship between all members of the school community. It is the responsibility of all members of this community to eradicate bullying by developing structures and following procedures to prevent and deal with bullying incidents.

Purpose

- Define bullying
- Recognise forms of bullying
- Prevent bullying
- Deal with bullying promptly and appropriately when it is reported.

Guidelines

What is bullying ?

At Rhydri Primary School, we believe that bullying can be emotional, physical, verbal or a combination of all three.

Bullying is a term that is sometimes misapplied to one off incidents. This devalues the act of bullying, which can be an altogether more traumatic experience for the victim.

Occasionally, the person making the accusation has social communication and emotional difficulties who may misunderstand the term 'bullying' and also be part of the problem itself.

Bullying is an oppressive, systematic, organised and continuous act.

Bullying can be a one off act for the victim but a repeated behaviour pattern for the alleged 'bully'.

Examples

Bullying is a term that covers a wide range of hurtful behaviour.

Physical: pushing, kicking, hitting, pinching, any form of violence, threats.

Verbal: name-calling, sarcasm, spreading rumours, persistent teasing.

Emotional: tormenting, threatening, ridicule, humiliation, exclusion from groups or activities.

Racist: racial taunts, graffiti, gestures.

Sexual: unwanted physical contact, abusive comments, use of sexist and homophobic language.

Internet: hurtful behaviour through messages and /or social networking sites

Severity of Bullying

Bullying ranges from the above mentioned inappropriate behaviour to vicious assaults. The severity of the bullying along the continuum should be gauged by the distress/damage caused to the victim.

The Frequency of bullying

There is no definitive time scale for bullying.

Bullying can take place several times a week or day. It can go on for months or years.

It does not take long to damage the victim or corrupt other children who witness it.

Recognising Signs of bullying

- unwillingness to come to school
- withdrawn isolated behaviour
- complaining about missing possessions
- educational attainment being slowly or suddenly reduced
- refusal to talk about the problem
- being easily distressed
- damaged or incomplete work

Dealing with bullying

The school has a Behaviour Policy to ensure appropriate behavior around the school.

When a behaviour incident occurs the children involved follow procedures outlined in the behaviour policy.

If it is then thought that the incident could be bullying the incident should be reported to a member of the senior management team. If the member of SMT considers that the incident concerned is bullying then the following procedures will be followed:

1. All those involved should be interviewed separately by that member of the senior management team.

a) Interview with the victim

This should focus on the feelings of the victim and reassure them that they have sought the right support by informing a member of staff. The incident should then be discussed and a record kept. The victim should be informed that the others involved will also be interviewed and that if necessary further action taken.

b) Interview with the bully

This should focus on the feelings of the victim in an attempt to help the bully understand the effects of their actions. The meeting should also give the bully an opportunity to explain possible reasons for their behaviour.

At this stage a decision about whether to inform parents will be made.

2. The member of staff should record their discussions with both parties in writing and file it in the bullying incidents file kept in the Head Teacher's office.
3. Depending on the severity of the incident the parents of the victim and the bully will be contacted and invited to discuss what has occurred.
4. As far as possible, the strategies and/or actions put in place will focus on positive reinforcement for appropriate and positive change of behaviour.
It will also focus on the child understanding the consequences of his/her actions as inappropriate, detrimental and hurtful to other, this may mean sanctions and removal of any privilege.
5. The bully or group of bully's behaviour will be monitored to assess progress.
6. If another incident occurs with the same child or group of children the same procedure as above for collecting evidence will be followed. If it is believed that the incident is again, bullying the bully will then go directly to stage 6 on the behaviour step chart. The Parents will meet with the Head Teacher.
This may result in a fixed term exclusion.

Bullying - Staffing

If a member of staff makes a claim to a colleague that they are being bullied, that colleague has a duty to inform the 'victim' that they should speak to the senior management. The accused will be made aware of the allegation by a member of the senior management team.

The following procedure will take place:

1. Two members of the senior management team will listen to the grievance. One member of the SMT will question, the other will take notes. If the deputy head or the phase leader is accused, then the other two members of the senior management team will investigate. If the Head Teacher is accused, then:
 - The HT will remain involved in the investigation process
 - Will inform the Chair of Governors
 - The HT will seek advice from the LA and the Governing Body in the presence of another member of the SMT and/or Governor.

A date for review will be set within five working days.

2. A full investigation will take place to gather evidence. This will include:
 - A discussion with the alleged 'bully'
 - Where appropriate, discussion with other members of staff
 - Collecting any written evidence e.g. facebook messages etc.
 - Making informal observations based on relationships within teams etc.

All staff need to be aware of confidentiality when carrying out an investigation. This includes staff who are questioned as well as the senior management team. All staff involved in the process are advised to contact their union for advice. All staff who are interviewed are welcome to bring a colleague for support. Care First is offered as a support mechanism to all staff.

If after two review meetings, the situation is unresolved, the HT will inform the Governing Body. Further investigation will be taken by the complaints subcommittee. If a 'bullying' accusation is found to be malicious with intent to discredit another member of staff, then an apology will be expected. A record of the incident will be held on the staff member's personnel file.

Conclusion

The school should be a happy and safe working environment for both staff and children. The ethos of a mutually caring environment will be promoted through both our Anti-bullying and other equalities policy as well as through the delivery of our curriculum.

Policy reviewed by
The Leadership Team
January 2016

To be reviewed January 2017

Signed by Chair of Governors _____



Bullying Incident Recording Sheet

Please either type or complete the following form using black ink

Within 24 hours of the incident taking place, please ensure that a signed copy of this form is:

- Saved on the child's school file
- If appropriate saved on the child's safeguarding file
- Scanned and sent to stop@caerphilly.gov.uk

SCHOOL	
NAME OF CHILD / CHILDREN INVOLVED	
YEAR (s) / DOB (s)	
DATE / TIME	

DETAILS OF INCIDENT

Including type of bullying (*see overleaf) what happened, perpetrator name, where it happened, when it happened (date)

WITNESSES

Views of young person / parents

Including victim and perpetrator

OUTCOME / ACTION TAKEN

Including for victim and perpetrator

Signed: _____ Date: _____

Designation: _____

***Types of bullying**

Physical, Verbal / psychological, Socio economic, Racist , Sexist / Sexual
Homophobic, Cyber bullying, Faith Based, SEN, Gifted / talented

Racist bullying should be explicitly discussed in the setting and there must be clear guidelines for dealing with incidents. The Governing Body is required to record all racist incidents that take place in the school and report them to the LA.