

Lostwithiel School Anti Bullying Policy

April 2016

At Lostwithiel School, we are committed to safeguarding children. The health, safety and emotional well-being of every child are our paramount concern. Our aim is that the children will thrive during their time with us in a safe and happy environment.

The aim of this policy is to ensure that pupils learn in a supportive and caring environment without fear of being bullied. Bullying is anti-social behaviour and affects everyone and will not be tolerated.

Bullying may be defined as "Behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally."

Pupils, indeed people, are bullied for a variety of reasons – and for no reason. Specific types of bullying include:

- bullying related to race, religion or culture
- bullying related to special educational needs (SEN) or disabilities
- bullying related to appearance or health conditions
- bullying of young carers, looked-after children, or otherwise related to home circumstances
- homophobic bullying
- cyber bullying

Bullying can take place between pupils, between pupils and staff, or between staff; by individuals or groups; face-to-face, indirectly or using a range of cyber bullying methods.

Statutory duty of schools

Headteachers have a legal duty to draw up procedures to prevent bullying among pupils and to bring these procedures to the attention of staff, parents and pupils.

Implementation

We aim to ensure that:

For pupils who experience bullying:

- they are heard
- they know how to report bullying and get help immediately from a member of staff
- they are confident in the school's ability to deal with the bullying
- steps are taken to help them feel safe again
- they are helped to rebuild confidence and resilience
- they know how they can get support from others

For pupils who engage in bullying behaviour:

- sanctions and learning programmes hold them to account for their behaviour and help them to face up to the harm they have caused
- they learn to behave in ways which do not cause harm in future because they have developed their emotional skills and knowledge
- they learn how they can take steps to repair the harm they have caused

For schools:

- a clear account of the incident will be given to the Headteacher who will use their discretion as to their level of involvement. Staff are to complete the Bullying Incident Log and an Incident Report Form and pass this onto the Headteacher. See Appendices A and B
- the whole school community is clear about the anti-bullying stance the school takes
- pupils, as well as staff and other members of the school, are fully engaged in developing and reviewing anti-bullying work in the school
- every chance is taken to celebrate the success of anti-bullying work
- all pupils are clear about the roles they can take in preventing bullying, including the role of bystanders
- the school will address bullying through PSHE sessions and assemblies. It will also take part in Anti-Bullying week in November of each year.

For heads, governors and other school staff:

- they develop whole-school policies which meet the law and school-inspection requirements
- they promote a school climate where bullying and violence are not tolerated and cannot flourish
- they continually develop best-practice based on knowledge of what works
- there is a regular review of the school anti-bullying policy
- curriculum opportunities are used to address bullying as appropriate
- pupil support systems are in place to prevent and respond to bullying
- they have addressed school-site issues and promote safe play areas
- all staff take part in relevant professional development, and are clear about their roles and responsibilities in preventing and responding to bullying
- all staff are aware of the importance of modelling positive relationships
- data systems/questionnaires gather useful information about the effectiveness of the anti-bullying work, and this data is used for monitoring and evaluation, and is shared with the school community
- they work in partnership with parents, other schools, the local authority and community partners to promote safe communities

For parents:

- they are clear that the school does not tolerate bullying
- they are aware of procedures to use if they are concerned their child is being bullied or does not feel safe to learn, including the school's complaints procedure
- they have confidence that the school will take any complaint about bullying seriously and investigate/resolve as necessary, and that the school systems will deal with the bullying in a way which protects their child and that they as parents are kept informed.

Monitoring

On behalf of the Governing Body, the Headteacher and/or Policy Co-ordinator will regularly monitor the progress of anti-bullying work and establish data recording systems to help analyse the effectiveness of the policy.

In evaluating the success of this policy, key staff will consider:

- the extent to which learners have confidence to talk to staff and others when they feel at risk
- how well learners make a positive contribution to the school community

- learners' growing understanding of their rights and responsibilities, and of those of others
- does the school provide a suitable environment where it is *Safe to Learn*?

Responding to and following up incidents of bullying

Staff will use the school's Bullying Incident Log. Staff are to log the key details then complete an Incident Report Form giving more detailed information. Electronic copies of these should be kept in Staff shared drive. Teachers should keep a paper version and pass a paper copy onto the Headteacher for her to assess whether or not further action needs to be taken.

Cyber Bullying

Cyber bullying is the use of ICT (usually a mobile phone and/or the internet) to abuse another person. It can take place anywhere and involve many people. Anybody can be targeted including pupils, parents or school staff. It can include threats, intimidation, harassment, cyber-stalking, vilification, defamation, exclusion, peer rejection, impersonation, unauthorized publication of private information or images etc.

Text message bullying involves sending unwelcome texts that are threatening or cause discomfort.

Picture/video-clip bullying via mobile devices with cameras is used to make the person being bullied feel threatened or embarrassed, with images usually sent to other people. 'Happy slapping' involves filming and sharing physical attacks.

Phone call bullying via mobile phone uses silent calls or abusive messages. Sometimes the bullied person's phone is stolen and used to harass others, who then think the phone owner is responsible. As with all mobile phone bullying, the perpetrators often disguise their numbers, sometimes using someone else's phone to avoid being identified.

Email bullying uses email to send bullying or threatening messages, often using a pseudonym for anonymity or using someone else's name to pin the blame on them.

Chat room bullying involves sending menacing or upsetting responses to children or young people when they are in a web-based chat room or device chat facility.

Bullying through instant messaging (IM) is an Internet-based form of bullying where children and young people are sent unpleasant messages as they conduct real-time conversations online (i.e. MSN, Bebo, Facebook, Facetime, Skype etc.).

Bullying via websites includes the use of defamatory blogs (web logs), personal websites, social media sites (i.e. Facebook, twitter etc) and online personal polling sites. There has also been a significant increase in social networking sites for young people, which can provide new opportunities for cyberbullying (eg. Facebook).

Procedures to Prevent Cyber bullying:

Mobile phones should not be used in school during the school day.

Staff, pupils, parents and governors to be made aware of issues surrounding cyber bullying.

Pupils and parents will be urged to report all incidents of cyber bullying to the school.

Staff CPD will assist in learning about current technologies

Pupils will learn about cyber bullying through PSHE, assemblies, anti-bullying activities and other curriculum projects.

Parents and pupils will sign an Acceptable Internet Use Agreement and are encouraged to discuss its meaning together.

All reports of cyber bullying will be investigated, recorded, stored and monitored regularly. There will be consequences for bullying behaviour. The consequences will vary according to the severity of the incident but all incidents of bullying will be treated seriously.

The police will be contacted in cases of actual or suspected illegal content.

What can parents do?

It is important that parents and carers ensure that their children are engaged in safe and responsible online behaviour. They should:

- Make sure their child understands how to use these technologies safely and knows about the risks and consequences of misusing them.
- Encourage their child to talk to them if they have any problems with cyber bullying. If they do have a problem, contact the school, the mobile network or the Internet Service Provider (ISP) to do something about it.
- Parental control software can limit who children send emails to and who he or she receives them from. It can also block access to some chat rooms.
- Make it their business to know what their child is doing online and who their child's online friends are.
- Periodically investigate the files on the computer, the browser history files, and their child's public online activities.
- Search for their child's name online, look at his or her profiles and postings on social media sites, review web pages or blogs.
- Tell their child that they may review his or her private communication activities if they have reason to believe they will find unsafe or irresponsible behaviour.
- Watch out for secretive behaviour as they approach the computer, such as rapidly switching screens, and for attempts to hide online behaviour, such as an empty history file.

What can pupils do?

Pupils are encouraged to remember that bullying is never their fault. They should never ignore the bullying but tell someone they trust, such as a teacher or parent, or call an advice line. Children should try to keep calm and if they are frightened, try to show it as little as possible. Getting angry will only make the person bullying more likely to continue. Pupils being bullied in the following ways should:

Text/Video Messaging

- Turn off incoming messages for a couple of days.
- If bullying persists, change their phone number
- Do not reply to abusive or worrying text or video messages - Mobile service providers have a number to ring or text to report phone bullying.
- Do not delete messages, show an adult.

Email

- Never reply to unpleasant or unwanted emails.
- Don't accept emails or open files from people they do not know.

Web

- If the bullying is on the school website, children should tell a teacher or parent, just as they would if the bullying was face-to-face.
- Tell a trusted adult and report the behaviour to the site administrator.
- Do not delete or respond to the message.

Chat Room & Instant Messaging

- Never give out their name, address, phone number, school name or password online. It's a good idea to use a nickname. Children should not give out photos of oneself either.
- Do not accept emails or open files from people they do not know.
- Remember it might not just be people their own age in a chat room.
- Stick to public areas in chat rooms and get out if they feel uncomfortable.
- Tell parents or carers if they feel uncomfortable or worried about anything that happens in a chat room.
- Think carefully about what they write.
- Do not delete unwanted messages immediately, show an adult or the chat room administrator.

Pupils are encouraged to always tell an adult about any incident of cyber bullying.