



CHINTHURST SCHOOL
TRADITIONAL VALUES | MODERN TEACHING

Chinthurst Preparatory School

Anti-Bullying Policy

This policy fully incorporates the recommendations of 'Keeping Children Safe in Education' as published by the Department for Education – September 2016

Reviewed by TB/SN/WB - September 2016

Next review date – September 2017

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1.1 – Statement of intent

1.1.1 - This policy fully incorporates the recommendations of ‘Keeping Children Safe in Education’ as published by the Department for Education, July 2015. It also has regard to the guidelines set out in ‘Preventing and Tackling Bullying’ and ‘Cyber Bullying: advice for Headteachers and School Staff’ published by the Department for Education in 2014.

1.1.2 - Bullying is not an inevitable part of school life or a necessary part of growing up. Chinthurst School believes that all its pupils have the right to learn in a supportive, caring, and safe environment without the fear of being bullied.

1.1.3 - Chinthurst School aims to provide a clear policy which promotes ‘good citizenship’, and where it is made clear that bullying is unkind, wrong, and will not be tolerated in any circumstances.

1.1.4 – If bullying does occur, all pupils and parents need to be fully aware that any bullying complaints will be dealt with firmly, fairly, and promptly. For this to be effective, it is necessary that all staff are familiar with this policy, and that they are alert to the problems which may occur.

1.1.5 - We are a TELLING school. This means that anyone who knows that bullying is happening is expected to tell a member of staff. Pupils must also be fully aware of this policy, by means of the School’s ‘pupil friendly’ version found in each classroom area.

1.2 – What is bullying?

1.2.1 - Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can take many forms (for instance, cyber-bullying via text messages or the internet), and is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender, sexual orientation, or because a child is adopted or has caring responsibilities. It might be motivated by actual differences between children, or perceived differences.

1.2.2 – Stopping violence and ensuring immediate physical safety is obviously a school’s first priority but emotional bullying can be more damaging than physical.

1.2.3 - Many experts say that bullying involves an imbalance of power between the perpetrator and the victim. This could involve perpetrators of bullying having control over the relationship which makes it difficult for those they bully to defend themselves.

1.2.4 - The imbalance of power can manifest itself in several ways, it may be physical, psychological (knowing what upsets someone), derive from an intellectual imbalance, or by having access to the support of a group, or the capacity to socially isolate. It can result in the intimidation of a person or persons through the threat of violence or by isolating them either physically or online.

1.2.5 - Further details concerning safe and correct use of the internet, social media and other forms of online communication, are covered within the School’s E-Safety policy. Cyber-bullying is subject to the same procedure as a physical bullying incident.

1.3 – The aims of our Anti-Bullying Policy

The aims of this policy are: -

1.3.1 – To ensure all governors, teaching and non-teaching staff, pupils and parents have an understanding of what bullying is.

1.3.2 – To ensure all governors, teaching and non-teaching staff understand the school's policy on bullying, and follow it when bullying is reported.

1.3.3 – To ensure all pupils and parents know what the school's policy is on bullying, and what they should do if bullying arises.

1.3.4 – To show that as a school we take bullying very seriously. We aim to ensure that pupils and parents feel assured and supported both that the school is doing everything it can to prevent bullying, and when bullying is reported.

1.4 – Types of bullying

Bullying can be:

1.4.1 – *Emotional* – being unfriendly, excluding, tormenting or making rude gestures.

1.4.2 – *Physical* – pushing, kicking, hitting, punching or any use of physical violence.

1.4.3 – *Racist* – racial taunts, graffiti or gestures.

1.4.4 – *Sexual* – unwanted physical contact or sexually abusive comments.

1.4.5 – *Homophobic* – because of, or focussing on the issue of sexuality.

1.4.6 – *Verbal* – name calling, sarcasm, spreading rumours, teasing.

1.4.7 – *Cyber* – social media misuse, e-mail / online abuse, mobile threats via text messaging.

1.4.8 - Further details concerning safe and correct use of the internet, social media and other forms of online communication, are covered within the School's E-Safety policy. Cyber-bullying is subject to the same procedure as a physical bullying incident.

1.5 – Signs and Symptoms

1.5.1 – All adults, including parents, should be alert to signs a child is being bullied. Whilst we hope pupils are secure enough to 'tell' an adult they are being bullied, in some cases pupils may keep such bullying a secret.

1.5.2 – Below are some possible signs and symptoms of bullying. Pupils may:

- become depressed or withdrawn, preferring their own company.
- become anxious or lacking in confidence.
- become aggressive, disruptive or unreasonable.

- regularly feel ill in the morning or display recurring illness. This is often demonstrated in a repeated absence.
- become homesick.
- develop unexplained bruises or scratches (This may manifest itself in a reluctance to change for P.E. or swimming).
- display a significant decline in performance or attitude in class.
- come home with clothes torn, books damaged or have possessions which are damaged or 'go missing'.
- cry themselves to sleep at night or have nightmares.
- bully other children or siblings.
- stop eating.
- be frightened to say what is wrong.
- be afraid to use the internet or a mobile phone.
- be nervous when a text message or social media contact is received.

1.5.3 – Whilst these signs and behaviours could indicate other problems, bullying should be considered a possibility and be investigated. Do not ignore the warning signs.

1.6 – Prevention (expectations of the school, staff and parents)

1.6.1 – Chinthurst School aims to prevent bullying by:

- taking an active role in teaching pupils social skills and behaviour, including the effective delivery of PSHE lessons.
- ensuring the correct levels of staff supervision are achieved in any areas where bullying is likely to occur.
- ensuring awareness of bullying is raised through appropriate and timely staff training.
- encouraging the pupils to discuss how they 'get on' with each other, and to form positive attitudes towards others.
- taking opportunities to discuss aspects of bullying openly (e.g. via assemblies).
- making it clear to all the pupils that 'kindness, consideration and respect' for others is very important at Chinthurst.
- dealing quickly, firmly, and fairly with any bullying incidents, involving parents where necessary.

1.6.2 – Chinthurst School expects all staff members to:

- watch for early signs of bullying: deterioration of work / spurious illness, headaches, stomach aches / isolation / an increasing want to remain with adults.
- be extra vigilant at break, lunchtime and between lessons - most bullying occurs when adults are not in the vicinity.
- foster and promote a supportive, caring, and safe environment.
- listen to the victims of bullying. Children will usually only confide in someone they feel they can trust. It is important to be discreet and to listen carefully.
- keep a written record of all incidents, following the procedure on page

1.6.3 - Parents and carers can play a major role in combating bullying. They can:

- look out for unusual behaviour in their child: e.g., any sudden wish not to attend school, feeling ill regularly, not completing work at their usual standard.
- take an active role in their child's education. Ask how their day has gone, who did they spend their time with etc.
- inform the school immediately if they feel their child may be a victim of bullying behaviour or a bullying incident. Your complaint *will* be taken seriously and appropriate action *will* be taken.
- explain to their child there is nothing wrong with them. It is not their fault that they are being bullied.

1.7 – Advice to pupils

1.7.1 – A pupil friendly version of this policy is displayed in each classroom area alongside the 'Children's Code of Conduct' outlined below, and within our Behaviour Policy.

Children's Code of Conduct

The one school rule children need to have is:

'Everyone will act with courtesy and consideration to others at all times'

This means:

- You always try to understand other people's point of view.
- In class you make it as easy as possible for everyone to learn and for the teacher to teach.
- You move sensibly and quietly about the school.
- You always speak politely to everyone.
- You are silent when you are required to be.
- You keep the school clean and tidy.
- You remember the school's reputation depends on you when you are outside the school

1.7.2 – In a bullying situation pupils should:

- tell themselves they do not deserve to be bullied. It is wrong.
- be proud of who they are. It is good to be an individual.
- try not to show they are upset.
- stay with a group of friends.
- be assertive. Walk away. Go straight to a teacher or member of staff.
- don't fight back.
- tell an adult you trust, straight away. You will get immediate support.

Take action immediately. Do not tolerate bullies.

1.8 – The procedure to follow at Chinthurst School

1.8.1 – Pupils can report incidents of suspected bullying in the following ways:

- by informing any member of staff, most commonly their form tutor.
- by informing their parents.
- by informing their friends, who would then be expected to ‘tell’ a member of staff.

1.8.2 – Parents should inform the school immediately if they suspect their child is being bullied by another child at the school.

1.8.3 - If any bullying is suspected we must talk to the suspected victim, the suspected bully and any witnesses. If any degree of bullying is identified, the following action will be taken:

1. The Head of Pastoral Care (Mr S. Stephens) and the Form Teachers of the pupils concerned should be informed immediately. All incidents of suspected bullying should be logged in each Form Teacher’s ‘Communication, Incident and Behaviour logs’ held centrally on the School’s shared network. If the incident is considered to be sufficiently serious, Form Teachers will keep a written record of the events, including any meetings, actions or outcomes using the ‘Reporting Bullying Pro-Forma’ (Appendix 1) alongside the E-Safety Bullying Form should the incident be online, such as sexting or cyberbullying.

2. If considered necessary, the Headteacher should be informed and decide if any further action needs to be taken, for example the parents being informed.

3. Help, support, and counselling will be given as is appropriate to both the victim and bully. If possible, the pupils will be reconciled.

1.8.4 – Victims of bullying will be offered an immediate opportunity to talk about the experience with an adult. All the details should be recorded as above. Continued support will be made available if they feel they need it and parents may be informed.

1.8.5 – The bully will be given the opportunity to talk about what happened, and understand why they have behaved in this way, with parents being informed if deemed necessary. Sanctions which reflect the seriousness of the incident should be imposed in line with the School’s Behaviour Policy. It is expected that Form Teachers will continue to work with them to iron out any problems which may have caused their behaviour. All the details should be recorded as above.

1.8.6 – Pupils exhibiting bullying behaviour will be monitored, with meetings held one and two weeks after a bullying incident. A meeting will also be held at the end of the half term in which the incident took place. This is to ensure repeated bullying does not take place. All the details should be recorded as above.

1.8.7 – On continuation of bullying behaviour parents may be contacted and informed of the ongoing situation. A meeting will then be called to discuss further sanctions. External agencies (such as Children’s Social Care) may be contacted at this stage.

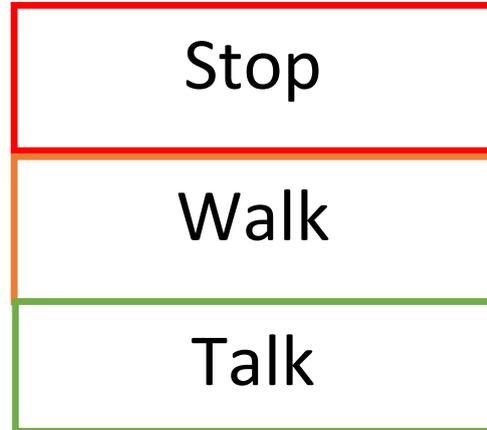
1.8.8 – In the event of very serious bullying incident, these will be dealt with immediately by the Headteacher, who will automatically involve the parents. If the incident is deemed a safeguarding issue, where there is cause to believe that a child is suffering or is likely to suffer significant harm, advice will be sought from the LADO (01372 833321).

Appendix 1 – Reporting Bullying Pro-Forma

Name:	
Disclosure between:&.....	
Cause for Concern raised by:	
Person(s) Present:	
Circumstances:	
Action / Outcome:	
Name:	



Child Friendly Version of our Anti-Bullying Policy



Statement of Intent

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What is bullying?

Bullying can be:

Emotional – being unfriendly, excluding, tormenting or making rude gestures.

Physical – pushing, kicking, hitting, punching or any use of physical violence.

Verbal – name calling, sarcasm, spreading rumours, teasing.

Cyber – social media misuse, e-mail / online abuse, text messaging

What should children do?

Tell themselves they do not deserve to be bullied. It is wrong.

Be proud of who they are. It is good to be an individual.

Try not to show they are upset.

Stay with a group of friends.

Be assertive. Walk away. Go straight to a teacher or member of staff.

Don't fight back.

Tell an adult you trust, straight away. *You will get immediate support.*