

# CUDDINGTON AND DINTON CHURCH OF ENGLAND SCHOOL POLICIES AND PROCEDURES

## ANTI-BULLYING POLICY



### Church of England School

'Let your light shine' Matthew 5:16 is central to all that we do as a Christian school community. We work together to nurture the well-being, learning and development of everyone, empowering all to shine as individuals through clearly understood values and behaviour, founded in the Christian faith.

**Date written**

**21.3.11**

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**Date reviewed**

**21.3.18 and May 2021**

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**Date for next review by Governing Body**

**May 2022**

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This policy outlines the school's views on bullying in line with the school's Behaviour Policy. It should also be considered alongside our Safeguarding policy, PSHE policy, Relationships Education policy, Sex Education policy, Inclusion policy and E-Safety policy.

## **Overview**

Cuddington and Dinton Church of England School offers a happy, open and inclusive environment where all children are valued. The development of maturity and self-esteem is central to our ethos as we believe that self-confident, valued and happy children learn best. For children to achieve their highest potential, they need to feel safe, secure and nurtured; know they have a voice and will be listened is crucial.

Head teachers have a legal duty under the School Standards and Framework Act 1998 to draw up procedures to prevent bullying among children and bring these to the attention of staff, parents and children. This policy applies to all adults and children within school and all aspects of school life. Incidents of bullying online or out in the community during evenings, weekends or holidays will also be addressed by school, where appropriate.

This document has been informed by:

- Keeping Children Safe in Education 2020
- The Equality Act 2010

## **Aims**

At Cuddington and Dinton School, we aim to provide a stimulating, well-ordered, secure and caring environment in which each individual is valued, feels personally and emotionally secure and where learning can flourish.

Our Behaviour Policy outlines our whole school approach to encourage all children to demonstrate positive behaviour whilst at school and in the wider community.

Positive action is taken to prevent bullying within PSHE lessons and through cross curricular learning opportunities, as well as E-Safety in computing.

Bullying is wrong and damages individual children. We therefore do all we can to prevent it, by developing a school ethos in which bullying is regarded as unacceptable.

We aim to make all those connected with the school aware of our opposition to bullying, and we make clear each person's responsibilities with regard to the eradication of bullying in our school.

If bullying does occur, all children should be able to tell and know that incidents will be dealt with promptly and effectively.

## **Entitlement**

### **Everyone at Cuddington and Dinton C of E School has the right:**

- To work and play in a safe and secure environment, free from aggression and abuse.
- To express their attitudes and feelings constructively and have these respected by others.
- To feel valued, listened to and included in all aspects of school life.
- To have an uninterrupted education.
- To have personal property respected.

### **Everyone at Cuddington and Dinton C of E School has the responsibility:**

- To behave acceptably in all situations.
- To accept the consequences of their actions.
- To understand their responsibilities in the learning process.
- To be polite and co-operative with everyone, respecting their rights and feelings.
- To show respect and tolerance to all including the named protected characteristics of the Equality Act 2010.
- To respect school and public property and other children's personal property.

## **SEND**

Cuddington and Dinton C of E School is fully committed to complying with the 2014 SEN code of practice and the Equality Act (2010) including:

- Promoting equal opportunities
- Eliminating discrimination
- Celebration of difference
- Eliminating harassment related to SEND
- Promoting positive attitudes towards SEND children
- Encouraging SEND children pupils to participate fully in the life of school
- Raising awareness of disability

## **Definition of Bullying**

Cuddington and Dinton C of E School has agreed the following definition of bullying: Bullying is deliberately hurtful behaviour, repeated over a period of time, where it is difficult for those being bullied to defend themselves. The main types of bullying are:

- Physical (hitting, kicking, theft)
- Emotional (being unfriendly, tormenting, excluding)
- Prejudice related
- Verbal (name calling, sarcasm, spreading rumours)
- Cyber (e-mails, text/photo/video messaging or misuse of technology)

Cuddington and Dinton C of E School explains bullying in simple terms to ensure our pupils will understand if and when it occurs and how to respond to it.

**Cuddington and Dinton C of E School will not tolerate homophobic/transphobic abuse. As such, our school governors and leaders will:**

- Have strategies in place and documented within their Anti-Bullying Policy to address presenting issues and adopt an environment where children feel that they can talk honestly and openly about homophobic/transphobic bullying.
- Adopt a clear policy in terms of confidentiality and the handling of issues regarding homophobic/transphobic bullying.
- Be aware that they may be the initial point of contact for children not only suffering homophobic/transphobic bullying, but for those questioning their sexuality.
- Encourage a positive, understanding and inclusive environment for all children, irrespective of their sexual orientation or those not conforming to rigid stereotypical gender roles.
- Develop an environment where homophobic language is not tolerated or used as a way of name-calling.

**Cyber-Bullying**

**Mobile Phone Bullying:**

- No children to bring mobile phones into school, unless agreed with the Headteacher (such as a child with a medical need, or a requirement for travel arrangements).
- Tell an adult straight away. Ask the adult to contact your network provider who may be able to change your number/block incoming calls/texts from that number.
- Do not tell everyone at school/home your mobile phone number, tell only close friends and family.
- Do not use a phone at school. If a phone is required after school, or brought in by mistake, our policy is to leave your phone in the office safe until the end of the school day.
- Do not take photographs or video footage on mobile phones to pass around as a form of bullying. If you receive any footage, save it and inform an adult, this practice is illegal and must be stopped.

**E-Mail/social media Bullying:**

- Do not reply, save e-mails/messages/screenshots to show an adult. Keep your e-mail address and logins private, tell only close friends and family.

- Many social media networking sites have a minimum age requirement of 13, Cuddington and Dinton School encourages children to not use social media sites.
- At Cuddington and Dinton School children are educated on how to remain safe while online using child-friendly sites; we also discuss safe and appropriate use of social media sites in preparation for later life.

## **Signs of Bullying**

Being bullied can be one reason why a child or adult's behaviour changes.

Parents and teachers need to be able to recognise the signs which may indicate that a child is being bullied:

- Cuts, bruises or aches and pains that are not adequately explained.
- Clothes or possessions are damaged or lost.
- Child requests extra money or starts stealing.
- Child starts going to school, or returns from school, at earlier or later times.
- Child uses a different route to school.
- Child starts to refuse to go outside at play times.
- Reluctance or refusal to attend school or after school clubs.

Any marked change in a child's behaviour may indicate that the child is under stress:

- Behaviour may become immature (reverts to thumb sucking or tantrums).
- Child may become withdrawn, clingy, moody, aggressive, uncooperative or noncommunicative.
- Deterioration in school performance and ability.
- May have sleep or appetite problems.

*SOME VICTIMS OF BULLYING DO NOT APPEAR TO REVEAL ANY OUTWARD SIGNS.*

*THESE SIGNS CAN ALSO BE AN INDICATION OF OTHER PROBLEMS AND MAY NOT ALWAYS BE LINKED TO BULLYING.*

Children must be encouraged to report bullying in school.

All school staff must be alert to the signs of bullying and act promptly and firmly against it in accordance with school policy.

## **The Role of the Staff Member**

At Cuddington and Dinton School children are encouraged to talk about friends, how to be a good friend, what is not acceptable and to tell others if they are being hurt or upset in any way.

Staff in our school take all forms of bullying seriously and intervene to prevent incidents from taking place. Teachers keep records of bullying incidents that happen

in their class and pass this information on to the head teacher who will record necessary follow-up actions.

If a member of staff witnesses an act of bullying, they do all they can to support the child who is being bullied. Parents (of all involved) will be informed where an act of bullying has occurred.

If a staff member becomes aware of any bullying taking place between members of a class, they deal with the issue immediately. They will spend time talking to the child who was bullied in order to provide reassurance and support to help restore their self-esteem and confidence. They also spend time talking to the child who instigated the bullying. They discuss what has happened and explain why the action of the child was wrong, and they endeavour to help the child change their behaviour in future.

If a child is repeatedly involved in bullying other children, they will invite the child's parents into the school. Sanctions are used, as appropriate, in consultation with all parties following the school behaviour policy. In more extreme cases, for example where these initial measures have proven ineffective, the head teacher may contact external support agencies, such as the behaviour support team. It is our aim to ensure all parties have an open dialogue and are satisfied with the outcomes reached.

Staff members attempt to support all children in their care and to establish a climate of trust and respect for all. By praising, rewarding and celebrating the different successes of all children, we aim to prevent incidents of bullying.

### **The Role of the Head Teacher**

It is the responsibility of the head teacher to implement the school anti-bullying strategy and to ensure that all staff of Cuddington and Dinton School are aware of the school policy and know how to deal with incidents of bullying. The head teacher reports to the Governing Body about the effectiveness of the anti-bullying policy on request.

The head teacher ensures that all children know that bullying is wrong, and that it is unacceptable behaviour in school. The head teacher draws the attention of children to this fact at suitable moments. For example, if an incident occurs, the head teacher may decide to use assembly as a forum in which to discuss with other children why this behaviour was wrong.

The head teacher and PSHE Coordinator arrange targeted lessons and assemblies/performances on an anti-bullying theme (usually to coincide with Anti-Bullying Week).

The head teacher sets the school climate of mutual support and praise for success, making bullying less likely. When children feel they are important and belong to a friendly and welcoming school, bullying is far less likely to be part of their behaviour.

### **The Role of Governors**

The Governing Body supports the head teacher in all attempts to eliminate bullying from our school. This policy statement makes it very clear that the governing body does not allow bullying to take place in our school, and that any incidents of bullying that do occur are taken very seriously and dealt with appropriately.

The Governing Body monitors the incidents of bullying that occur and reviews the effectiveness of the school policy regularly. The governors require the head teacher to keep accurate records of all incidents of bullying and to report to the governors on request about the effectiveness of school anti-bullying strategies.

### **The Role of Parents/Guardians**

Parents/guardians are expected to help their child behave properly; and work cooperatively with their child's teacher in assisting their learning and in building positive attitudes towards learning and school; instill in their child a respect for others, and others' property, and to help develop a positive self-esteem.

When talking to either a victim or perpetrator of bullying, it is important to see and hear things from a child's perspective. Children can often detract from, or embellish, an account of a situation depending on their role in it and how they are feeling. It is important to be patient and possibly revisit the discussion more than once, when it is felt the child is in the best position to talk about things. It is also important to listen and ask open questions that are not leading.

Reassure your child that they are loved and important. Children who are bullied often feel worthless and helpless. Try to find out when and why the bullying happened – is it bullying or just rough games or a child's squabble? Remember children do not always tell the teacher or the parents. Sometimes they confide in a friend, another relative, or a friend's parent.

Parents/guardians who are concerned that their child is being bullied, or who suspect that their child may be the perpetrator of bullying, should contact the school immediately.

Parents have a responsibility to support the school's anti-bullying policy and to actively encourage their child to be a positive member of the school.

## **Procedures for Reporting and Responding to Bullying**

**See Appendix 1:** Procedures for dealing with allegations of bullying at Cuddington and Dinton School. Staff follow the steps on the 'Pathways of Help' flow chart. (Rate of progression through these steps will be dependent on the severity of the incident).

**See Appendix 2:** Incident Sheet.

## **Review**

This policy is monitored on a day-to-day basis by the head teacher, who reports to governors about the effectiveness of the policy on request.

The policy is reviewed annually by the Governors. The Governors review this policy by examining the school's records (see appendices) and by discussion with the head teacher. Governors analyse information with regard to all protected characteristics of the Equality Act 2010 of all children involved in bullying incidents.

The annual pupil and parents' surveys are used to provide data to monitor the effectiveness of this policy.



**Appendix 1.**  
**PROCEDURES FOR DEALING WITH ALLEGATIONS OF BULLYING.**

**PATHWAYS OF HELP** (Rate of progression through steps will be dependent on the severity of the incident).

**If a child is bullied:**

**Step 1**

Child personally approaches one of the following:

Friend

Class Teacher

Support Staff /Lunchtime supervisors

Non-teaching trusted member of the school community

**Step 2**

Child meets with class teacher

Discussion on the facts / Notes recorded

Suggested ways forward

Head teacher informed

Short review time

Parents informed

**Step 3** (If problem persists)

Head Teacher leads case

Discussion/Interview with all parties

Will use suggested and agreed actions/strategies

Short term review

Parents informed

**Step 4** (If problem persists further)

Head teacher and Chair of Governors and inform/seek advice from

Appropriate external agencies

## Appendix 2. Incident Sheet

Name of Pupil:

Name of Adult:

Date:

Time:

Record of incident

Record of discussion

Action to be taken

Discussed/Not discussed with parents (Delete as applicable)

Parents Comments (if applicable)