



**Manor Primary School**  
**ANTI-BULLYING POLICY**  
**November 2015**

**‘Learning Together, Achieving Our Best’**

*Our vision is to create a school community where children grow into happy, confident and responsible individuals, who work hard together to achieve their full potential.*

**OfSTED Unique Reference Number (URN): 113255**

**[www.manor.devon.sch.uk](http://www.manor.devon.sch.uk)**

# Anti- Bullying Policy

Policy agreed: November 2015

Policy Review: October 2016

This policy is based on DfE guidance “*Preventing and Tackling Bullying. Advice for headteachers, staff and governing bodies*”, March 2014 and it is recommended that schools read this guidance:

<https://www.gov.uk/government/publications/preventing-and-tackling-bullying>

## Safeguarding

***Manor Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The school’s commitment to deal with issues of bullying is an important part of our commitment to safeguard children.***

## Bullying: our school's values and beliefs

- All pupils and staff have the right to feel happy, safe and included.
- Pupils and staff have the right to work in an environment without harassment, intimidation or fear.
- All bullying, of any sort, is therefore unacceptable.
- Pupils who experience bullying will be supported.
- We recognise the effects that bullying can have on pupils' feelings of worth and on their school work, and the school community will actively promote an anti-bullying environment.
- Manor Primary School will not tolerate bullying and we make this clear in the information we give to pupils and parents when they join our school.

## This policy lays out our intentions

These are as follows:

- To enable all pupils to be included fully in the life of the school.
- To provide a learning environment free from any threat or fear, which is conducive to the achievement of individual aspirations.
- To reduce and to eradicate wherever possible, instances in which pupils are made to feel frightened, excluded or unhappy.
- To reduce and to eradicate wherever possible, instances in which pupils are subject to any form of bullying.
- To establish a means of dealing with bullying, and of providing support to pupils who have been bullied.
- To ensure that all pupils and staff are aware of the policy and that they fulfil their obligations to it.
- To meet any legal obligations which rest with the school.

## **Our definition of bullying**

### **Bullying is:**

- Deliberately hurtful
- Repeated, often over a period of time
- Difficult for victims to defend themselves against

### **It can take many forms but the main types are:**

- Physical hitting, kicking, taking another's belongings
- Verbal -name calling, insulting, making offensive remarks
- Indirect -spreading nasty stories about someone, exclusion from social groups, being made the subject of malicious rumours.
- Digital bullying through the use of social network sites, email and texting.

Some forms of bullying are attacks not only on the individual, but also on the group to which he or she may belong. Within school we will pay attention to:

- Racial harassment and racist bullying
- Sexual bullying
- Bullying of pupils who have special educational needs or disabilities.

## **Creating an anti-bullying climate in school**

Our school's Behaviour Policy explains how we promote positive behaviour in school to create an environment where pupils behave well; where pupils take responsibility for each other's emotional and social well-being and include and support each other. Every class follows the STOP policy , a child friendly policy for pupils.

We promote appropriate behaviour through direct teaching, and by creating an emotionally and socially safe environment where these skills are learned and practised. Our aim is to create a climate where bullying is not accepted by anyone within the school community.

Our curriculum will be used to:

- Raise awareness about bullying and our anti-bullying policy,
- Increase understanding for victims and help build an anti-bullying ethos, and to teach pupils how constructively to manage their relationships with others.
- Teach safety when using the computer for social networking, emailing and chatting.

Where possible and appropriate to the age of the children current affairs, literature and historical events will be chosen to reinforce our anti-bullying approach. Circle Time, role plays, the SEAL materials and stories will be used to show what pupils can do to prevent bullying, and to create an anti-bullying climate in school. We also use school assemblies and collective worship to reinforce our message that bullying will not be tolerated.

Our School Council offers a forum in which concerns about bullying can be discussed on a regular basis.

We will provide regular training for staff (including mealtime assistants) on spotting the signs of bullying and how to respond.

## **Manor Primary School's strategies for dealing with bullying**

- Pupils who have been bullied should report this to their teacher, the Headteacher, deputy Headteacher or any member of the school staff using the bullying log.
- Pupils who see others being bullied should report this to their teacher, the headteacher, deputy Headteacher or any member of the school staff.
- Members of staff who receive reports that a pupil has been bullied should report this to the headteacher or deputy headteacher.
- Reports of bullying will be logged and followed up until a resolution is found.
- All reports will be taken seriously and will be followed up.
- We will work with children who have been bullied
- We will provide support to pupils who are bullied.
- They will be reassured that they do not deserve to be bullied and this is not their fault.
- We will assure them that it was right to report the incident.
- We will encourage them to talk about how they feel.
- We will try to ascertain the extent of the problem.
- We will engage them in making choices about how the matter may be resolved.
- We will try to ensure that they feel safe.
- We will discuss strategies for being safe and staying safe.
- We will ask them to report immediately any further incidents to us.
- We will affirm that bullying can be stopped and that our school will persist with intervention until it does
- We will interview the pupil (or pupils) involved in bullying separately.
- We will listen to their version of events.
- We will talk to anyone else who may have witnessed the bullying.
- We will reinforce the message that bullying is not acceptable, and that we expect bullying to stop.
- We will seek a commitment to this end.
- We will consider sanctions under our school's Behaviour/Discipline Policy.
- We will advise pupils responsible for bullying that we will be checking to ensure that bullying stops.
- We will ensure that those involved know that we have done so.
- When bullying occurs, we will contact the parents of the pupils involved at an early stage.
- We will keep records of incidents that we become aware of and how we responded to them.
- We will follow up after incidents to check that the bullying has not started again.

## **Responsibilities in Manor Primary**

Everyone within school is expected to

- Act in a respectful and supportive way towards one another, and
- Adhere to and to promote the objectives of this policy.

Pupils are expected to

- Report all incidents of bullying and suspected incidents that victims may be afraid to report.
- Support each other and to seek help to ensure that everyone feels safe, and nobody feels excluded or afraid in school.

Parents can help by

- Supporting our anti-bullying policy and procedures.
- Discussing with their child's teacher any concerns that their child may be experiencing bullying or involved in some other way.

- Helping to establish an anti-bullying culture outside of school.

### **Bullying Outside the School Premises**

We take our responsibility for bullying that occurs off the premises seriously. The bullying may be done by pupils from our own school, by pupils from other schools or by people who are not at school at all. Where a pupil or parent tells us of bullying off the school premises we will:

- Talk to pupils about how to avoid or handle bullying outside of school.
- Talk to the Headteacher of another school whose pupils are bullying.
- Talk to parents of the pupils involved
- Talk to the police.
- Use the sanctions within the behaviour policy.

### **Concerns, complaints and compliments**

We recognise that there may be times when parents feel that we have not dealt well with an incident of bullying and we would ask that this is brought to the Headteacher's notice. If the Headteacher cannot resolve these concerns informally, parents can raise their concerns more formally through the school's Complaints Procedure. These can be found in the policy for dealing with complaints.

### **Related policies**

Our Anti-bullying Policy links with a number of other school policies:

- Behaviour Policy
- Home School Agreement
- Physical Control and Intervention
- Child Protection Policy
- Complaints Policy

Information for parents

Our Definition of Bullying

Bullying is:

- deliberately hurtful
- Repeated, often over a period of time
- Difficult for victims to defend themselves against

**It can take many forms but the main types are:**

- Physical hitting, kicking, taking another's belongings
- Verbal or written -name calling, insulting, making offensive remarks
- Indirect -spreading nasty stories about someone, exclusion from social groups, being made the subject of malicious rumours.

Parents and families have an important part to play in helping schools deal with bullying.

*First*, discourage your child from using bullying behaviour at home or elsewhere. Show how to resolve difficult situations without using violence or aggression.

*Second*, ask to see the school's anti-bullying policy. Each school must have an anti-bullying policy which sets out how it deals with incidents of bullying. You have a right to know about this policy which is as much for parents as for staff and pupils.

*Third*, watch out for signs that your child is being bullied, or is bullying others. Parents and families are often the first to detect symptoms of bullying, though sometimes school nurses or doctors may first suspect that a child has been bullied. Common symptoms include headaches, stomach aches, anxiety and irritability. It can be helpful to ask questions about progress and friends at school; how break times and lunchtimes are spent; and whether your child is facing problems or difficulties at school. Don't dismiss negative signs. Contact the school immediately if you are worried.

### **If your child has been bullied;**

- Calmly talk to your child about it
- Make a note of what your child says particularly who was said to be involved; how often the bullying has occurred; where it happened and what has happened
- Reassure your child that telling you about the bullying was the right thing to do
- Explain that any further incidents should be reported to a teacher immediately
- Make an appointment to see your child's class teacher .
- Explain to the teacher the problems your child is experiencing

### **Talking to teachers about bullying**

- Try and stay calm -bear in mind that the teacher may have no idea that your child is being bullied or may have heard conflicting accounts of an incident
- Be as specific as possible about what your child says has happened give dates, places and names of other children involved
- Make a note of what action the school intends to take
- Ask if there is anything you can do to help your child or the school
- Stay in touch with the school and let them know if things improve as well as if problems continue

### **If you think your concerns are not being addressed:**

- Check the school anti-bullying policy to see if agreed procedures are being followed
- Discuss your concerns with the parent governor or other parents
- Make an appointment to meet the head teacher, keeping a record of the meeting
- If this does not help, write to the Chair of Governors explaining your concerns and what you would like to see happen contact local or national parent support groups for advice
- Contact the Local Authority to raise your concerns.
- Contact the Parentline Plus helpline for support and information at any of these stages
- In the last resort, write to the Secretary of State for Education.

### **If your child is bullying other children:**

Many children may be involved in bullying other pupils at some time or other. Often parents are not aware. Children sometimes bully others because:

- They don't know it is wrong
- They are copying older brothers or sisters or other people in the family they admire
- They haven't learnt other, better ways of mixing with their school friends
- Their friends encourage them to bully
- They are going through a difficult time and are acting out aggressive feelings.

### **How to stop your child bullying others:**

- Talk to your child, explaining that bullying is unacceptable and makes others unhappy
- Discourage other members of your family from bullying behaviour or from using aggression or force to get what they want
- Show your child how to join in with other children without bullying
- Make an appointment to see your child's class teacher;
- Explain to the teacher the problems your child is experiencing;
- Discuss with the teacher how you and the school can stop them bullying others
- Regularly check with your child how things are going at school
- Give your child lots of praise and encouragement when they are cooperative or kind to other people.

### **Further sources of information**

#### **Supporting Organisations and Guidance**

- Anti-Bullying Alliance: [www.anti-bullyingalliance.org.uk](http://www.anti-bullyingalliance.org.uk)
- Beat Bullying: [www.beatbullying.org](http://www.beatbullying.org)
- Childline: [www.childline.org.uk](http://www.childline.org.uk)
- DfE: "Preventing and Tackling Bullying. Advice for headteachers, staff and governing bodies", and "Supporting children and young people who are bullied: advice for schools" March 2014: <https://www.gov.uk/government/publications/preventing-and-tackling-bullying>
- DfE: "No health without mental health": <https://www.gov.uk/government/publications/no-health-without-mental-health-a-cross-government-outcomes-strategy>
- Family Lives: [www.familylives.org.uk](http://www.familylives.org.uk)
- Kidscape: [www.kidscape.org.uk](http://www.kidscape.org.uk)
- MindEd: [www.minded.org.uk](http://www.minded.org.uk)
- NSPCC: [www.nspcc.org.uk](http://www.nspcc.org.uk)
- PSHE Association: [www.pshe-association.org.uk](http://www.pshe-association.org.uk)
- Restorative Justice Council: [www.restorativejustice.org.uk](http://www.restorativejustice.org.uk)
- The Diana Award: [www.diana-award.org.uk](http://www.diana-award.org.uk)
- Victim Support: [www.victimsupport.org.uk](http://www.victimsupport.org.uk)
- Young Minds: [www.youngminds.org.uk](http://www.youngminds.org.uk)
- Young Carers: [www.youngcarers.net](http://www.youngcarers.net)

## Cyberbullying

- Childnet International: [www.childnet.com](http://www.childnet.com)
- Digizen: [www.digizen.org](http://www.digizen.org)
- Internet Watch Foundation: [www.iwf.org.uk](http://www.iwf.org.uk)
- Think U Know: [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)
- UK Safer Internet Centre: [www.saferinternet.org.uk](http://www.saferinternet.org.uk)

## LGBT

- EACH: [www.eachaction.org.uk](http://www.eachaction.org.uk)
- Pace: [www.pacehealth.org.uk](http://www.pacehealth.org.uk)
- Schools Out: [www.schools-out.org.uk](http://www.schools-out.org.uk)
- Stonewall: [www.stonewall.org.uk](http://www.stonewall.org.uk)

## SEND

- Changing Faces: [www.changingfaces.org.uk](http://www.changingfaces.org.uk)
- Mencap: [www.mencap.org.uk](http://www.mencap.org.uk)
- DfE: SEND code of practice: <https://www.gov.uk/government/publications/send-code-of-practice-0-to-25>

## Racism and Hate

- Anne Frank Trust: [www.annefrank.org.uk](http://www.annefrank.org.uk)
- Kick it Out: [www.kickitout.org](http://www.kickitout.org)
- Report it: [www.report-it.org.uk](http://www.report-it.org.uk)
- Stop Hate: [www.stophateuk.org](http://www.stophateuk.org)
- Show Racism the Red Card: [www.srtrc.org/educational](http://www.srtrc.org/educational)