Cyberbullying Policy

Delph Side Primary School believes that everyone in the school community has the right to learn and to teach in a supportive and caring environment without fear of being bullied. We are committed to helping all members of the school community to benefit from information and communication technology, whilst understanding its risks, and to equip children with the knowledge and skills to be able to use it safely and responsibly.

Background

This policy is one of a number of other policies which form part of the school's approach to Safeguarding – Safeguarding and Child Protection, Behaviour Policy, Anti-Bullying Policy , Online Safety and Acceptable Use Policies.

Aims

This policy aims to ensure that:

1. Pupils, staff and parents know about cyber bullying, how it can be combated and its consequences;

2. We have the knowledge, policies and procedures to prevent and, if necessary, to deal with cyber bullying in school or within the school community

3. Reported incidents of cyber bullying are dealt with effectively and quickly.

What is cyber bullying?

Cyberbullying is the use of ICT, particularly mobile phones and the internet, deliberately to upset someone else. It can take place across age groups and target pupils, staff and others. Bullying is not new, but some features of cyberbullying are different from other forms of bullying. These differences include:

- the invasion of home and personal space;

- the audience can be very large and reached rapidly;

- people who cyberbully may attempt to remain anonymous;

- cyberbullying can take place between peers and between generations, with teachers/staff becoming victims;

- some instances can begin unintentionally, eg messages intended as jokes, but which have a harmful or upsetting effect.

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Categories of cyberbullying

1. **Text message bullying –** involves sending unwelcome texts that are threatening or cause discomfort.
2. **Picture/video-clip bullying via mobile phone cameras –** 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.
3. **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.
4. **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.
5. **Chat Room bullying –** involves sending menacing or upsetting responses to children or young people when they are in a web-based chat room.
6. **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. SnapChat Instagram, WhatApp, TikTok etc).
7. **Bullying via websites –** includes the use of defamatory blogs (web blogs), personal websites 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.

Prevention of Cyber Bullying

The best way to deal with cyberbullying is to prevent it happening in the first place. Much of the school's work relating to prevention will not be restricted to cyberbullying, but will be part of the school's general approach to the prevention of bullying. It will also be addressed as part of the school's work with pupils on Online Safety.

Assistant Head(leader of Online Safety) will act, as an Online Safety Officer, to oversee the practices and procedures outlined in this policy and monitor their effectiveness. The Online Safety Officer will ensure that the school maintains details of agencies and resources that may assist in preventing and addressing bullying. Pupils and staff at Delph Side Community Primary School are expected to comply with the school's Acceptable Use Policy.

Education - Children

- Online Safety forms an integral part of our Computing curriculum through the Project Evolve planning. It aims to improve children's knowledge of the risks of their online lives and to develop skills when using online services.
- The resources included are aimed at stimulating classroom discussions about certain situations that may arise when online and to get the children to think critically about their online lives.
- It follows the UKCCIS Education for a Connected World-Framework which aims to "describe the Digital knowledge and skills that children and young people should

have the opportunity to develop at different ages and stages of their lives. It highlights what a child should know in terms of current online technology, its influence on behaviour and development, and what skills they need to be able to navigate it.

- Opportunities for learning about Online Safety are part of our PSHE (Jigsaw) curriculum.
- Delph Side takes part in the annual Safer Internet Day each February, that focuses on Online Safety, and staff are provided with a list of suitable sites, resources and activities for their year groups.
- As part of the Online Safety teaching children are made aware of the impact of cyberbullying and how to seek help if they are affected by these issues, e.g. talking to a trusted adult in school or parent/carer.
- As part of their Online Safety teaching and PSHE children develop an understanding of the importance of the Acceptable Use Policy and are encouraged to adopt safe and responsible use of ICT both within and outside school.

Staff

- All staff will be given the School Online Safety Policy, Acceptable Use Policy and Cyber Bullying and its application and importance explained.
- Staff will be provided with Online Safety information at induction and asked to sign the acceptable use policy
- Staff will complete annual Online Safety training, from the Safeguarding Alliance, which will keep them abreast with the latest technologies and Online Safety concerns.
- Online Safety forms part of our annual Whole School Safeguarding training.
- Updates will be provided to staff as and when needed.

Parents

The school offers opportunities for parents/carers and the wider community to be informed about online safety, including cyberbullying through:

- Reference to relevant websites and app guides on our Online Safety page on our website
- Regular promotion of the importance of Online Safety on the schools Facebook page and on Twitter with our #WakeupWednesday posts
- Resources, app guides and links shared via Seesaw when necessary and Online Safety concerns may have arisen in class e.g with the use of Whats App
- Online Safety teaching is evidenced on Seesaw so parents are kept up to date with what is being taught in class.

Practices and Procedures

The responsibilities of the school and of pupils as set out in the Anti-Bullying Policy apply also to this policy.

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- Positive use of ICT will be promoted and the Acceptable Use Policy will be kept under review as technologies develop.
- CPD and INSET may be used to help staff develop their own practices and support pupils in safe and responsible use of ICT.
- The school will encourage safe use of ICT, emphasising, for example, the importance of password security and the need to log out of accounts.
- The school will promote the message that asking for help is the right thing to do and all members of the school community will be informed how cyber bullying can be reported.
- Confidential records will be kept, on CPOMS, of all cyber bullying incidents.

Recording and Reporting

- Incidents relating to Cyber Bullying are logged on CPOMS, under the category – Online Safety and Cyber Bullying. These are then dealt with by a Designated Safeguarding Lead, in association with the Online Safety leader.
- These are audited on a regular basis by the Online Safety Leader and reported to Governors in an Online Safety report.
- Designated Safeguarding Leads will be informed of any Cyber Bullying incidents involving Child Protection concerns (via CPOMS), which will then be escalated appropriately.
- Any complaint about staff misuse must be referred to the Head Teacher.
- Parents are informed of all events and what actions have been taken.

Dealing with Cyber Bullying Incidents

The Headteacher/Senior Leadership Team will:

- deal with all incidents of cyber bullying quickly and effectively, in line with our Behaviour Policy.
- impose sanctions as outlined in the school's Behaviour policy on any pupil identified as cyberbullying
- Where applicable parents and other external agencies may be contacted. We will contact the police and social services if the cyber bullying is sufficiently severe

The Local Authority can provide support and assistance in dealing with incidents of cyber bullying and can be contacted by staff and parents. The police will be contacted in cases of actual or suspected illegal content.

Responding to cyber bullying

Cyber bullying will generally be dealt with through the school's anti bullying policy. A cyber bullying incident might include features different to other forms of bullying,

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prompting a particular response. This also often takes place outside of school. Key differences might be:

· *Impact*: possibly extensive scale and scope

· *Location*: the anytime and anywhere nature of cyber bullying

· *Anonymity*: the person being bullied might not know who the perpetrator is

· *Motivation*: the perpetrator might not realise that his/her actions are bullying

· *Evidence*: the subject of the bullying will have evidence of what happened

Advice will be given about the next steps:

- Make sure that the person knows not to retaliate or return the message
- Ask the person to think about what information they have in the public domain
- Help the person to keep relevant evidence for any investigation
- Check the person understands how to prevent it from happening again eg by changing contact details, blocking contacts or leaving a group chat
- Take action to contain the incident when content has been circulated
- If you know who the person is, ask them to remove the content
- Contact the host to make a report to get the content taken down
- Ask the pupil who they have sent messages onto
- In the cases of illegal content, contact the police, who can determine what needs to be kept for evidential purposes

Support for the person being bullied

As with any form of bullying, support for the individual will depend on the circumstances. Examples include:

· Emotional support and reassurance that it was right to report the incident

· Advice not to retaliate or reply, but to keep the evidence and show or give it to their parent or a member of staff

· Advice on other aspects of the code to prevent re-occurrence

· Advice on how the perpetrator might be blocked from the individual's sites or services

· Actions, where possible and appropriate, to have offending material removed

· Advice to consider changing email addresses and/or mobile phone numbers

· Discuss contacting the police in cases of suspected illegal content

Investigation

Again, the nature of any investigation will depend on the circumstances. It may include, for example,

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· Review of evidence and advice to preserve it, for example by saving or printing (e.g. phone messages, texts, emails, website pages)

· Efforts to identify the perpetrator, which may include looking at the media, systems and sites used. Witnesses may have useful information.

· Contact with the Internet Watch Foundation, the police or the Lancashire Safeguarding Children Board Officer if images might be illegal or raise child protection issues

· Requesting a pupil to reveal a message or other phone content. **Staff do not have the authority to search the contents of a phone.**

Working with the perpetrator

Work with the perpetrator and any sanctions will be determined on an individual basis, in accordance with the Anti-Bullying Policy, with the intention of:

· Helping the person harmed to feel safe again and be assured that the bullying will stop.

· Holding the perpetrator to account, so they recognise the harm caused and do not repeat the behaviour.

· Helping bullies to recognise the consequences of their actions and facilitating change in their attitude and behaviour.

· Demonstrating that cyber bullying, as any other form of bullying, is unacceptable and that the school has effective ways of dealing with it.

Written by: Mr Fyne

Reviewed: March 2023