

## Humberston Cloverfields Academy:



## Anti-Bullying Policy

### Introduction

Humberston Cloverfields recognises there is a need to safeguard the welfare of all those within the School community and to encourage co-operation, tolerance and harmony.

Humberston Cloverfields is committed to providing a supportive, caring and safe environment where children have the right to learn and achieve without anxiety.

Bullying behaviour is always unacceptable, in any form. We will always respond to concerns and take appropriate actions.

We are a **LISTENING AND A TELLING** school. This means that anyone who knows that bullying is happening has a voice to be heard and is expected to tell the staff.

### Definition

There are many definitions of bullying, but most have three things in common:

- It is deliberately hurtful behaviour
- It is repeated over a period of time
- It is difficult for those being bullied to defend themselves

DSCF "Safe To Learn: Embedding anti-bullying work in schools (2007):

"A behaviour by an individual or group usually repeated over time, that intentionally hurts another individual or group either physically or emotionally."

### Types of bullying

a) Direct:

- Physical
- Verbal
- Non-Verbal

b) Indirect:

- Cyber Bullying

### Specific types of bullying

A lot of bullying is based on difference, whether perceived or actual.

- Appearance
- Health
- Family or home circumstances
- Social class
- Ability
- Race, religion, culture
- Disability/Special Education needs
- Homophobia/sexual orientation
- Sexist, sexual and transgender
- Racist Bullying

**After a full discussion, staff have agreed a definition of racist bullying:**

**"Any incident which is perceived to be racist by the victim or any other person".**

Racist bullying could include:

- verbal abuse by name calling, racist jokes or offensive mimicry
- insults against food, dress or customs
- physical threats or attacks
- refusing to mix, share or co-operate in the classroom or playground

The Executive Principal and Head of School have responsibility for recording and monitoring racist incidents and for keeping the governing body informed. However, more serious incidents will be reported to the LA.

For further details on combating racism in our school, please refer to our Policy for Race Equality.

### **Signs and Symptoms of Bullying**

Children who are being bullied may show changes in behaviour. All staff should be alert to changes in behaviour or work patterns and act promptly and firmly in accordance with this policy.

Signs of a child being bullied may include:

- reluctance to attend school or a high level of absence
- feigning illness
- appearing more anxious or insecure
- having fewer friends or appear lonely
- appearing unhappy
- appearing shy or nervous
- having low self-esteem or confidence
- having a negative self-image
- clinging to adults or prefer adult company
- feeling stupid or a failure or unattractive
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At Humberston Cloverfields we recognise that bullying can be:

- Pupil on pupil
- Pupil on staff
- Staff/adult on pupil
- Adult on adult

### **Aims**

At Humberston Cloverfields we endeavour:

- to ensure all staff, the Academy Improvement Committee, pupils and parents have an understanding of bullying and its consequences
- to assess the seriousness of the bullying and to determine the appropriate action that should be taken
- to emphasise through all aspects of our curriculum that bullying will not be tolerated
- to ensure that there are clear procedures and systems for reporting and recording bullying, which are understood and followed by all staff
- to ensure pupils and staff learn to keep themselves and others safe
- to ensure that pupils learn to recognise and respect the differences between groups of people within the school community
- to help pupils develop self-confidence, self-esteem and to fulfil their potential within school
- to support and re-educate those pupils who are both the victims and perpetrators of bullying, providing them with a range of strategies they can use if they are at risk of bullying others or are being bullied themselves
- to create a school which all members of the community can come to without fear of violence, aggression or intimidation of any kind

Pupils are taught that any kind of aggressive behaviour, either verbal or physical is unacceptable. Incidents of bullying are always treated seriously.

The school's policy takes into account the following legislation and guidance:

School Standards and Framework Act 1998

Education Act (2002)

Education and Inspections Act 2006

School Standards and Framework Act 2008

Equality Act 2010

Ofsted Framework

DCSF "Safe to learn"  
DCFS "Bullying: Charter for Action"  
Healthy Schools "Anti-Bullying Guidance"  
DFE Keeping children safe in education April 2014

This policy cannot stand alone. It has links with:

- Safeguarding Policy
- The Sex and Relationships Policy
- The Behaviour Policy
- Feedback Policy
- Online Safety Policy
- Confidentiality and Equality Policies

### **The Role of the Academy Improvement Committee**

The Academy Improvement Committee is responsible for the Anti-Bullying Policy and for ensuring that it is regularly monitored and reviewed.

Headteachers have a legal duty under the School Standards and Framework Act 1998 to draw up procedures to prevent bullying among children and to bring these procedures to the attention of staff, parents and children.

The Academy Improvement Committee supports the Headteacher in all attempts to eliminate bullying from our school. This policy statement makes it very clear that the Academy Improvement Committee does not tolerate bullying taking place in our school and it will be dealt with appropriately. The Academy Improvement Committee monitors the incidents of bullying that occur and reviews the effectiveness of the school policy regularly. The Academy Improvement Committee require the Executive Principal and Head of School to keep accurate records of all incidents of bullying and to report to the Academy Improvement Committee on request about the effectiveness of school anti-bullying strategies.

The Academy Improvement Committee responds within ten days to any request from a parent to investigate incidents of bullying. In all cases, the Academy Improvement Committee notifies the Executive Principal and asks her to conduct an investigation into the case and to report back to a representative of the Academy Improvement Committee

### **The Role of the Executive Principal and Head of School**

It is the responsibility of the Executive Principal and Head of School to implement the school anti-bullying policy and to ensure that all staff (both teaching and support staff) are aware of the school policy and know how to deal with incidents of bullying. The Executive Principal and Head of School reports to the Academy Improvement Committee about the effectiveness of the antibullying policy on request.

The Executive Principal and Head of School ensures that all children know that bullying is wrong and that it is unacceptable behaviour in this school. The Executive Principal and Head of School draws the attention of children to this fact at suitable moments. For example, if an incident occurs, the Executive Principal and Head of School may decide to use an assembly to discuss with other children why this behaviour was wrong. The issue of bullying is also included on the assembly timetable.

The Executive Principal and Head of School ensures that all staff receive adequate training to be equipped to deal with all incidents of bullying.

The Executive Principal and Head of School sets the school climate of mutual support and praise for success, so 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 the Teacher**

Teachers in our school take all forms of bullying seriously and intervene to prevent incidents from taking place. A log on CPOMs is kept of all incidents of alleged bullying but teachers also keep their own records on a behaviour log. If any adult witnesses an act of bullying, they should report the event to the class teacher who will take the appropriate action.

If teachers witness an act of bullying, they do all they can to support the child who is being bullied. If a child is being bullied, then, after consultation with the Executive Principal or the Head of School, the teacher informs the child's parents.

If, as teachers, we become aware of any bullying taking place between members of a class, we deal with the issue immediately. This may involve counselling and support for the victim of the bullying and appropriate action for the child who has carried out the bullying. We spend time talking to the child who has bullied, we explain why their action was wrong and we endeavour to help the child change their behaviour in future. If a child is repeatedly involved in bullying other children, we inform the Executive Principal and the Head of School and the Safeguarding Team. We then invite the child's parents into the school to discuss the situation. In more extreme cases, for example where these initial discussions have proven ineffective, the Executive Principal and Head of School may contact external support agencies.

Teachers attend training, which enables them to become equipped to deal with incidents of bullying and behaviour management. Teachers attempt to support all children in their class and to establish a climate of trust and respect for all. For our youngest children, steps will be taken to ensure that they understand what bullying means.

By praising, rewarding and celebrating the success of all children, we aim to prevent incidents of bullying.

### **The Role of Parents/Carers**

Parents/Carers who are concerned that their child might be being bullied, or who suspect that their child may be the perpetrator of bullying, should contact their child's class teacher 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 community.

### **PREVENTION**

At Humberston Cloverfields we use a variety of methods for helping to prevent bullying.

These include:

- Assemblies
- PSHE and Citizenship curriculum lessons,
- Participation in Friendship Week.
- SMART School Council discussions
- Questionnaires to parents and children
- The use of worry boxes in each classroom where children can put their written concerns
- Adequate supervision and staffing levels
- Learning Mentor support individuals and groups of children
- Support programmes for vulnerable pupils

The following steps may be taken when dealing with incidents:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached.
- A clear account of the incident will be recorded, on the behaviour log and on CPOMs
- The Executive Principal or Head of School will interview all concerned and will record the incident
- If considered necessary, parents of the suspected bully will be informed and requested to come into school for a meeting with the Executive Principal or Head of School
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Pupils who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with a chosen member of staff
- Reassuring the pupil that they are safe and that they have been right in reporting the incident
- Offering continuous support
- Restoring self-esteem and confidence.

Pupils who have bullied will be helped by:

- Discussing what happened
- Discovering why the pupil became involved
- Establishing the wrong doing and need to change their behaviour
- Informing parents to help change the attitude of the pupil
- Providing help and support to help them change their behaviour

In all events the matter will be investigated thoroughly and the bullying stopped.

### **Outcomes**

1. All alleged incidents of bullying will be investigated by the class teacher/the learning mentor/the Head of School/Executive Principal
2. Parents of the victim will be invited to discuss their concerns.
3. Parents of the bully and the victim will be informed of the outcome of the school's investigation.
4. In minor cases, the bullies will be required to apologise and their behaviour will be monitored with internal sanctions being used where appropriate.
5. After the incident/incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

### **Complaints procedure**

It is the duty of all schools to investigate any complaints about bullying.

Should a parent feel that their complaint has not been dealt with to their satisfaction, then the school's complaint procedures will be invoked.

### **Monitoring, Review and Evaluation**

This policy is monitored by the Executive Principal and Head of School, who reports to the Academy Improvement Committee about the effectiveness of the policy on request.

This policy will be reviewed as required. The school's incident log will be examined annually, by the Executive Principal/Head of School and information analysed with regard to gender, age and ethnic background of all children involved in bullying incidents.

The policy will be promoted and implemented throughout the school and made available on our website.

The school consults with pupils, parents/carers and staff through annual surveys and questionnaires. The school ensures it is aware of "good practice" in other schools and is aware of latest advice, guidance and information through attendance at Trust meetings.

### **Links**

#### **External support:**

Anti-Bullying Alliance – [www.anti-bullyingalliance.org.uk](http://www.anti-bullyingalliance.org.uk)

Kidscape – [www.kidscape.org.uk](http://www.kidscape.org.uk)

Childline – 08001111

Bullying Online – [www.bullying.co.uk](http://www.bullying.co.uk)

Parentline plus – [www.parentlineplus.org.uk](http://www.parentlineplus.org.uk)

Cyberbullying.org – [www.cyberbullying.org.uk](http://www.cyberbullying.org.uk)

#### **Further sources of information:**

Other departmental advice and guidance you may be interested in

DfE Behaviour and Discipline in Schools Guidance

Supporting children and young people who are bullied: advice for school

### **Legislative links**

Schools' duty to promote good behaviour: Section 89 Education and Inspections Act 2006 and Education (Independent School Standards) (England) Regulations 2010  
The Equality Act 2010

### **Specialist Organisations**

**The Anti-Bullying Alliance (ABA):** Founded in 2002 by NSPCC and National Children's Bureau, the Anti-bullying Alliance (ABA) brings together over 100 organisations into one network to develop and share good practice across the whole range of bullying issues.

**Kidscape:** Charity established to prevent bullying and promote child protection providing advice for young people, professionals and parents about different types of bullying and how to tackle it. They also offer specialist training and support for school staff, and assertiveness training for young people.

**The Diana Award:** Anti-Bullying Ambassadors programme to empower young people to take responsibility for changing the attitudes and behaviour of their peers towards bullying it will achieve this by identifying, training and supporting school anti-bullying ambassadors.

**The BIG Award:** The Bullying Intervention Group (BIG) offer a national scheme and award for schools to tackle bullying effectively.

**Restorative Justice Council:** Includes best practice guidance for practitioners 2011

### **Cyber-Bullying**

**ChildNet International:** Specialist resources for young people to raise awareness of online safety and how to protect themselves.

**Think U Know:** resources provided by child Exploitation and Online Protection (CEOP) for children and young people, parents, careers and teacher.

**Digizen:** provides online safety information for educators, parents, carers and young people.

### **Advice on child Internet Safety 1.0: The UK Council for child Internet Safety**

(UKCCIS) has produced universal guidelines for providers on keeping children safe online.

### **SEND**

**Mencap:** Represents people with learning disabilities, with specific advice and information for people who work with children and young people.

**Changing Faces:** Provide online resources and training to schools on bullying because of physical difference.

### **Cyberbullying and children and young people with SEN and disabilities:**

Advice provided by the Anti-Bullying Alliance on developing effective antibullying practice.

### **Racism**

**Show Racism the Red Card:** Provide resources and workshops for schools to educate young people, often using the high profile of football, about racism.

**Kick it Out:** Uses the appeal of football to educate young people about racism and provide education packs for schools. Schools should be alert to changes in behaviour or work patterns and act promptly and firmly in accordance with this policy.

**Policy date: March 2023**

**To be reviewed: March 2024**

**Signed:**

**Head of School – K.Nicholson**

