

St. Bernard's Extra

"Before & After" School Club

Victoria Park Avenue, Lea, Preston. PR2 1RP

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Ofsted 119449

ANTI BULLYING POLICY

St. Bernard's Extra is committed to providing an environment for children that is safe, welcoming and free from bullying.

Bullying of any form is unacceptable in our club, whether the offender is a child or an adult. The victim is never responsible for being the target of bullying.

At our club we believe that bullying is "a deliberate act which is done to cause distress in order to give feeling of power, status or other gratification to the bully"

Bullying can range from ostracising, name-calling, teasing, threats, physical intimidation or assault of their property. Staff, parents/carers & children at our club work together to create a happy, caring & safe environment.

Bullying, whether verbal, physical or indirect is not tolerated. It is everyone's responsibility to try & prevent occurrences of bullying and to deal with incidents quickly and effectively.

At the club we aim:

- To provide a safe & caring environment for the children
- To instil in all children that bullying is never acceptable and will never be ignored
- To reassure the children that they will be listened to & know that it is alright to tell

Premature assumptions will not be made and all accounts will be listened to

The club recognises that several children relating the same version of events does not necessarily indicate that this is the truth

- To reduce & eradicate wherever possible, instances in which the children may be subject to any form of bullying.
- To keep parents/carers informed of actions taken in response to a complaint with regard to bullying
- To investigate any report of bullying, checking all records, reports & previous complaints and to follow up any actions as soon as possible with follow up checks for a further two weeks from the initial complaint.

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- To take appropriate action, including the use of exclusion, in case of severe bullying.
- In order to promote the well-being of both parties any incidents of bullying will be shared with St. Bernard's school staff.

It is the responsibility of all members of the club, staff, children, parents/carers and committee members to act in a respectful & supportive way towards one another.

Children are encouraged to:

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

Parents/Carers can help by

- Supporting our Anti-Bullying policy & Behaviour Management policy as well as the club's other policies & procedures.
- Discussing with a member of staff any concerns that their child may be experiencing directly or be involved in some other way with an act of bullying
- Helping to establish an anti-bullying culture at the club

Examples of Bullying behaviour could include:

- Emotional - being deliberately unkind, shunning or excluding another person from a group or tormenting them. For example forcing another person to be "left out" of a game or activity, passing notes about others or making fun of another person.
- Physical - Pushing, scratching, spitting, kicking, biting, taking or damaging belongings, tripping up, pushing or using any other sort of violence against another person.
- Verbal - Name calling, put downs, ridiculing or using words to attack, threaten or insult. For example spreading rumours or making fun of another person's appearance.
- Psychological - Behaviour likely to instil a sense of fear or anxiety in another person

In response to a complaint regarding bullying, the leader will adopt the following procedure:

- Discuss the nature of the bullying with the "victim"
- Identify the bully/bullies and any possible witnesses
- Interview the witnesses away from the "victim" and bully/bullies
- Discuss the incident with the alleged bully/bullies. Discuss the allegations with them & set the scene for them to tell the truth about the incident, explaining that the truth must be shared with everyone.
- Make it clear that the allegations are only being investigated at this stage
- If the bully owns up, thank them for acknowledging the truth and make it understood that bullying is not acceptable and what effect it has had on the "victim". Apply relevant sanctions and make parents / carers aware.

- If the allegation of bullying is denied, further investigation will be required. If there is sufficient evidence that the bullying has indeed occurred, apply relevant sanctions and make parents/carers aware.

Discussions with parents/carers of the "victim" and the bully must be held separately.

Sanctions for bullying may include withdrawal from favoured activities and will follow rules and sanctions already known to children attending the club

A support programme for all involved parties will be arranged within the club and will be monitored by the leader. The club recognises that the bully also needs love, help & support

Opportunities to further discuss behaviour and relationships may be provided to support all children through Circle Time

All incidents of bullying will be recorded in the Incident Record
Book