



# Anti-Bullying Policy

|                            |                       |
|----------------------------|-----------------------|
| <b>Responsible Person</b>  | <b>Mrs L Stinchon</b> |
| <b>Date Created</b>        | November 2024         |
| <b>Date to be Reviewed</b> | November 2025         |

## Statement of Safeguarding Children

At Trawden Forest Primary School, our school community has a duty to safeguard and promote the welfare of children who are our pupils. This means that we have a Safeguarding Children and Child Protection Policy and Procedures in place, which we refer to in our prospectus. All staff including our volunteers and supply staff must ensure that they are aware of our procedures. Parents and carers are welcome to read these on request.

Sometimes we may need to share information and work in partnership with other agencies when there are concerns about a child's welfare. We will always ensure that our concerns about our pupils are discussed with their parents/carers first unless we have reason to believe that this is not in the child's best interests.

Our Designated Senior Leaders are:

- **Mrs L Stinchon**, our Headteacher
- **Mrs E Clarke**, our Deputy Headteacher
- **Mrs G Beetham**, our SENDCO

## Our School Vision

At Trawden Forest Primary School we have developed a rich and challenging curriculum within a happy and safe learning environment where all children feel valued as individuals and achieve their full potential in knowledge, skills and creativity.

We have created a happy, caring environment in which children feel safe and develop self-confidence and independence. Our children are encouraged to be considerate and show kindness and respect for others, while reaching their true potential. Working together for success we celebrate the uniqueness of individuals and embrace challenge because:-

Every child matters; every moment counts!

## Definition of Bullying

Bullying is behaviour which deliberately makes another person feel uncomfortable, distressed or threatened and is repeated over time. It can make those being bullied feel powerless to defend themselves.

## Why Are We Against Bullying?

We firmly believe in the principles of the "Every Child Matters" agenda and we acknowledge that:

- everyone has the right to feel welcome, secure and happy
- we should treat everyone with consideration
- it is important to tell someone if bullying is taking place
- if bullying happens, it will be dealt with quickly and effectively
- bullying of any kind is unacceptable in our school

## Types of Bullying

- Emotional – e.g. being unfriendly, excluding, tormenting, threatening behaviour
- Verbal – e.g. name calling, sarcasm, spreading rumours, teasing
- Physical – e.g. pushing, kicking, hitting, punching or any use of violence
- Extortion – e.g. demanding money / goods with threats
- Cyber – e.g. misuse of all areas of technology to cause harm
- Racist – e.g. racial taunts, graffiti, gestures
- Sexual – e.g. unwanted physical contact, sexually abusive comments

- Homophobic – e.g. because of or focusing on the issue of sexuality

## Signs and Symptoms of Bullying

A person may indicate by signs or behaviours that they are being bullied. A list of possible signs is included in Appendix A.

## Causes of Bullying

People bully for different reasons. Often it is to do with gaining power over someone else, or “looking good” in front of other people.

## Preventing Bullying

Our whole school community has a responsibility to foster a clear understanding of what bullying is and that it is not acceptable in any form. At Trawden Forest Primary School we do this by:-

- developing and reviewing an effective anti-bullying policy and practice.
- building positive relationships so that all children feel safe to share concerns with an adult in school.
- providing regular staff development work.
- planning regular work, through the PSHCE / SEAL curriculum, which develops empathy and emotional intelligence.
- planning in regular work which focuses on the themes of anti-bullying e.g. activities during the Anti-bullying Week.
- planning in regular work on, Online-Safety through the ICT curriculum.

## Responding To Bullying

It is important to respond promptly and effectively to reported incidents of bullying. No-one deserves to be a victim of bullying and everybody has the right to feel happy and safe in school. Cyber bullying is particularly invasive as mobile devices mean that children may experience this wherever they have access to the internet.

We will respond to bullying by:

- treating seriously any reported incidents.
- recording any concerns.
- having in place a detailed procedure for dealing with reported incidents of bullying (see Appendix B).
- following up incidents after a set period of time.
- keeping records whilst the child remains at the school.

**Please also see the school’s Behaviour Policy.**

## Support Agencies

There are a number of agencies who can support the teaching of the anti-bullying theme in school and who can offer support to staff and children.

A list is included in Appendix E.

## Monitoring and Review

It is the responsibility of the Headteacher to monitor the day-to-day implementation of this policy.

## Appendix A

### Possible Signs and Symptoms of Bullying

The child:

- is frightened of walking to / from school
- changes route to school – asks to be driven instead of walking
- makes changes to their usual routine
- is unwilling to come to school
- begins to truant
- becomes withdrawn, anxious or lacking in confidence
- becomes aggressive, abusive, disruptive or unreasonable
- starts to stammer
- threatens or attempts suicide
- threatens or attempts to self harm
- threatens or attempts to run away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- performance in school work begins to drop
- comes home with clothes torn, property damaged or “missing”
- asks for money or starts stealing money
- has dinner or other monies continually “lost”
- has unexplained cuts or bruises
- comes home “starving”
- bullies others
- has changes in eating habits
- is frightened to say what is wrong
- is afraid to use the internet or mobile phone
- is nervous or jumpy when a cyber message is received
- gives an improbable excuse for their behaviour

## Appendix B

### Procedure for Dealing with Reported Incidents of Bullying

1. Initially, any incidents of bullying should be reported to the child's, Class Teacher.
2. The "victim" will meet with the Class Teacher, who will note down the alleged incidents.
3. The Class Teacher will meet with the "perpetrator" and discuss the incidents and note down the response.
4. If appropriate, the "victim" and "perpetrator" will meet jointly, with the Class Teacher, to discuss possible ways forward.
5. Details of the alleged incidents, together with a summary of the discussions, are recorded on the form Appendix C.
6. Parents of both parties will be informed by the Class Teacher.
7. The situation will be reviewed by the Class Teacher after a week and then after a month.
8. Details of this review will be recorded on the form in Appendix C.
9. The forms in Appendix C will be passed to the Headteacher and stored in the Headteacher's room and on CPOMS.
10. If the incidents continue or worsen, the Department Leader will then interview all parties, (a summary will be recorded on the form in Appendix D).
11. The Class Teacher/Department Leader will meet with parents and agree actions to be taken, (recorded on the form in Appendix D).
12. The Headteacher will review the situation after a week and then after a month.
13. Details of the review will be recorded on the form in Appendix D.
14. Incidents of bullying will be reported to the Governing Body, on a termly basis.

## Appendix C

### Initial Record of Alleged Incidents of Bullying

Incidents Reported by \_\_\_\_\_ to \_\_\_\_\_

Date \_\_\_\_\_

Details of alleged incidents

Discussion with "victim" (date: \_\_\_\_\_ )

Discussion with "perpetrator" (date: \_\_\_\_\_ )

Outcomes / agreed actions (date: \_\_\_\_\_ )

Date parents informed:

Victim \_\_\_\_\_ Perpetrator \_\_\_\_\_

Review after 1 week (date: \_\_\_\_\_ )

Review after 1 month (date: \_\_\_\_\_ )

Date form received by Headteacher \_\_\_\_\_ Ref. No: \_\_\_\_\_

Headteacher's comment on reverse

## Appendix D

### Further Record of Alleged Incidents of Bullying

Reference Number: \_\_\_\_\_

Date: \_\_\_\_\_

|  |                                     |
|--|-------------------------------------|
| <b>Additional details not included on initial record</b>                         |                                     |
| Discussion with "victim" (date: _____ )  |                                     |
| Discussion with "perpetrator" (date: _____ )                                     |                                     |
| Outcomes / agreed actions from meeting with victim's parents (date: _____ )      |                                     |
| Outcomes / agreed actions from meeting with perpetrator's parents (date: _____ ) |                                     |
| Review after 1 week (date: _____ )   | Review after 1 month (date: _____ ) |

Further comments: (date: \_\_\_\_\_ )

## **Appendix E**

### **Support Agencies**

Local Authority Education Health and Wellbeing Team - 01257 226900

Anti – bullying alliance - [www.antibullyingalliance.org.uk](http://www.antibullyingalliance.org.uk)

Kidscape - [www.kidscape.org.uk](http://www.kidscape.org.uk) - 020773 3300

Childline - [www.childline.org.uk](http://www.childline.org.uk) - 08000 11 11

Bullying online - [www.bullying.co.uk](http://www.bullying.co.uk)

Parentline plus - [www.parentlineplus.org.uk](http://www.parentlineplus.org.uk) - 0808 800 2222

Parents against bullying - 01928 576152

### **Useful sources of information**

<http://www.net-aware.org.uk>

[www.stonewall.org.uk](http://www.stonewall.org.uk)

[http://www.lancsngfl.ac.uk/lse/index.php?category\\_id=33](http://www.lancsngfl.ac.uk/lse/index.php?category_id=33)