

The Good Shepherd Primary Catholic Voluntary Academy



Anti-Bullying Policy

Mission Statement

**Our mission is to develop our children with active and creative minds,
a sense of understanding and compassion for others and
the courage to act on their Catholic beliefs.**

**In our school community we celebrate our faith and we work together
to achieve our personal potential by trying to live like Jesus and
become the person that he wants us to be.**

Ratified On:	January 2020
Review Date:	January 2021
Chair of Governor's signature:	Mrs R Burke
Headteacher's signature:	Mrs M.H.B.Williams

The Good Shepherd Anti-Bullying Policy

Matthew 22:34-40

Jesus replied: "Love the Lord your God with all your heart and with all your soul and with all your mind." This is the first and greatest commandment. And the second is like it: "Love your neighbour as yourself."

Rationale

At The Good Shepherd Catholic Primary Academy, we aim to produce an inclusive environment for all pupils which openly discusses differences between people and celebrates diversity within the context of the Catholic ethos. As a consequence, we aim to provide a safe, caring and friendly learning environment for all our pupils to allow them to improve their life chances and help them maximise their potential. In order to do this, bullying will not be tolerated and through a whole-school commitment, we will do all we can to prevent it and deal with it appropriately according to policy, in the event of it occurring.

We expect pupils to respect others, act safely, to feel safe in school, to understand the issues relating to all forms of bullying and to have the confidence to seek support from school should they feel they or others are unsafe. We would also want parents/carers to feel confident that their children are safe and well-cared for in school and that incidents when they do arise, are dealt with promptly and well.

Policy Aims

- To ensure everyone in the school community understands what bullying is and that bullying will not be tolerated at The Good Shepherd Catholic Primary Academy.
- To emphasise that every child is part of God's family with equal worth, regardless of age, gender, gender identity, sexual orientation, disability, family background, religious beliefs, ethnic background or academic ability.
- Through greater knowledge and understanding, prevent bullying before it occurs.
- To provide clear steps to be taken by the academy, to address behaviour deemed to be bullying.
- To set clear boundaries and ensure that these are understood by all pupils, parents, governors, staff and the wider community.

Policy Development

This policy was formulated in consultation with the whole school community with input from:

- Members of staff: through a Staff Questionnaire and meetings.
- Governors: through discussions at governors' meetings and invitation to attend the Anti-Bullying Focus Group.
- Parents/ carers: through Parental Questionnaires and invitation to attend the Anti-Bullying Parent Focus Group (November – December 2019).
- Pupils: through the sharing of ideas in anti-bullying lessons, pupils' contribution to the development of the policy through the School Council and Wellbeing Warriors, development of a child-friendly version and Pupil Questionnaires during Anti-Bullying Week.

The Good Shepherd Anti-Bullying Policy

- Other partners: through advice from The Anti-Bullying Alliance, sharing of information with Woodpeckers (wrap around care club) and First Grade Sports (HA4K holiday club).

This policy and appendices are available:

- On the school website www.goodshepherd.notts.sch.uk
- Appendices available from the school foyer
- Appendices sent home once a year

Definition of Bullying

The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. Bullying can be physical, verbal or psychological. It can happen face-to-face or through cyberspace.

www.anti-bullyingalliance.org.uk/tools-information/all-about-bullying/what-bullying/aba-definition-bullying

In general, bullying is where one person acts as though they have more power than another, and does whatever they can to hurt that person. It is not bullying when two children of similar age, power and strength have an occasional fight or quarrel.

Types of bullying:

Bullying is defined as any actions that are meant to be hurtful and can take many forms. There are 4 main types of bullying.

- **Physical:** Someone hurting someone else (eg pushing, poking, kicking, hitting, biting, pinching etc) or taking or damaging belongings.
- **Verbal:** Using unkind words to hurt (including racial and sexual) sarcasm, spreading rumours, threats, teasing, belittling.
- **Emotional:** Hurting people's feelings and leaving people out eg excluding children from games, isolating others, tormenting, threatening gestures, ridicule, humiliation, intimidating, manipulation and coercion.
- **Online /cyber:** Saying and doing unkind things by posting on social media, online-gaming, sharing photos, sending nasty text messages, prank phone calls social exclusion.

Other forms of bullying may include-

- **Sexual:** Unwanted physical contact, inappropriate touching, abusive comments, exposure to inappropriate films.
- **Racist:** Calling people names because of the colour of their skin, their religious beliefs or where they come from. This may include racist taunts, graffiti and gestures.
- **Homophobic, transphobic and biphobic:** The targeting of individuals on the basis of their perceived or actual sexuality or sexual orientation, including if they do not conform to a perceived dominant masculine or feminine gender issue.

The Good Shepherd Anti-Bullying Policy

Some children are in some way more vulnerable to bullying such as children who have specific abilities, disabilities or special educational needs (including behaviour) pupils new to the school, pupils who fall into specific social groups, due to their family status or those with English as an additional language. We are highly aware of these children and we take additional care to meet their needs.

Signs and symptoms

Signs of bullying can be extremely varied and will very much depend on the individual. It is important, however, that parents/carers and school staff are aware of the signs and symptoms associated with bullying so that they can identify possible problems. The more common signs include:

Physical signs: Injuries, damaged clothing, general ill-health due to stress.

Emotional signs: Mood swings, changes in personality, constant anxiety/nervousness, depression or tearfulness for no apparent reason, lack of confidence, negative self-image, hostility and defensiveness.

Behavioural signs: Withdrawn, frequent unexplained absences, poor concentration, eating disorder, evidence of self-harm, disruptive/challenging/ bullying behaviour.

General: frequently 'lose' money/possessions, appears tired/lethargic, avoids entering/leaving school with others, desire to remain in the company of adults.

These signs could indicate other problems but bullying should be considered as a possibility and should be investigated.

Where can bullying take place?

Bullying is not confined to the school premises. It may also exist outside school, at day and residential visits, at after-school clubs, on the journey to and from school and in the local community and may continue into further education.

It may also continue after school hours due to increasing access which children have to technology and social media. The school acknowledges its responsibilities to **support** families if bullying occurs off the premises.

Roles and responsibilities

The Headteacher has overall responsibility for the policy, its implementation, liaising with the governing body, parents/carers, the Local Authority and outside agencies and appointing an Anti-Bullying School Coordinator who will have general responsibility for handling the implementation of this policy.

The Anti-Bullying Coordinator in our school is Mrs McGee.

The nominated governor with responsibility for anti-bullying is the Chair of Governors, Mrs Rebecca Burke.

The Good Shepherd Anti-Bullying Policy

The role of governors

The governing body supports the Anti-Bullying Coordinator and the Headteacher in all attempts to eliminate bullying from our school. The governing body will not condone any bullying in our school, and any incidents of bullying that do occur will be taken very seriously, and dealt with appropriately.

The governing body monitors incidents of bullying that do occur, and reviews the effectiveness of this policy regularly. The governors require the Anti-Bullying Coordinator and Headteacher to keep accurate records of all incidents of bullying, and to report to the governors about the effectiveness of school anti-bullying strategies.

A parent who is dissatisfied with the way the school handles individual incidents can make a complaint in the usual manner, following the information in the complaints policy which is on the school website and available from the school office.

The Anti-Bullying Policy will be reviewed annually by the Governing Body.

The role of the Headteacher

It is the responsibility of the Headteacher to implement the Anti-Bullying Policy, and to ensure that all staff (both teaching and non-teaching) are aware of the school policy, and know how to identify and deal with incidents of bullying.

The Headteacher ensures that reports are made to the governing body about the effectiveness of the Anti-Bullying Policy.

The Headteacher ensures that all children know that bullying is wrong, and that it is unacceptable behaviour in this school.

The Headteacher ensures that all staff receive sufficient training to be equipped to identify and deal with all incidents of bullying.

The Headteacher sets the school climate of mutual support and mutual respect, recognising each child's God-given uniqueness, and 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 Headteacher will regularly assess any incidents of bullying with the Senior Leadership Team updating all bullying records, to ensure that repeat bullying involving the pupils in the record hasn't taken place and that any patterns that can be identified in bullying behaviour, are being addressed.

The role of staff members

All staff will receive training on the implementation of the Anti-Bullying Policy annually. The staff in school take all forms of bullying seriously, and seek to prevent it from taking place. Through the school's work in Religious Education, Collective Worship, promoting British Values, and Personal, Social and Health Education lessons, pupils are encouraged to understand and empathise with vulnerable peers and to gain the skills to support all their peers appropriately. Staff, through their professional responsibilities, model positive behaviour and actively encourage children to have respect for each other and for other people's property. Pupils' polite and kind behaviour is regularly acknowledged and rewarded.

When any bullying has taken place, staff will deal with the issue as soon as possible.

Should incidents of bullying arise staff will record details according to the school policy, alert the Anti-Bullying Coordinator and follow the Pathways of Help flow chart. The class teacher

The Good Shepherd Anti-Bullying Policy

is to be informed. Teachers and support staff do all they can to support the child who is being bullied and the child who is bullying, ensuring that parents/carers remain informed. Incidents of bullying are followed up by the Deputy Headteacher if required, and Senior Leadership Team informed.

Time is spent talking to the child who has bullied, explaining to them why their action was wrong and how they should change their behaviour in future, and reassuring the victim that measures will be put into place to ensure that no further incidents of bullying take place. Restorative approaches will be used, where appropriate.

Both children's parents/carers will be informed, and they may be invited into the school to discuss the situation. In more extreme cases, e.g. where these initial discussions have proved ineffective, contact with external support agencies may be sought.

Any relevant opportunities to attend training will be taken up by all members of staff, to equip them to identify bullying and to follow school policy and procedures with regard to behaviour management.

The school team works to ensure that all pupils, with particular regard to pupils who may be vulnerable to bullying, are provided with an appropriate level of support to ensure that they are able to experience all that school has to offer.

Staff must remain vigilant about bullying. They should not wait for a child to tell them that they are being bullied before raising concerns or dealing directly with the matter. Children may not be aware that they are being bullied; they may be too young or have Special Educational Needs. Staff are made aware of any vulnerable pupils within their class during transition meetings, so the wellbeing of these pupils can be monitored more closely and additional support can be offered if required.

All staff try to ensure that children know the difference between bullying and simply "falling out."

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 who will follow the school's Anti-Bullying Policy. If they are not satisfied with the response, they should contact the Anti-Bullying Coordinator or the Headteacher. If they remain dissatisfied, they should follow the school's complaint's procedure, which is available from the school office and on the school's website.

Parents/carers have a responsibility to support the school's Anti-Bullying Policy, actively encouraging their child to be a positive member of the school.

An Anti-Bullying Information Booklet for Parents and Carers 2020 (see appendices) is issued to parents/carers and links for websites, which can help, are available on the Wellbeing and Mental Health blog on the school's website.

Parents are discouraged from trying to deal with any incidents of bullying themselves, by approaching either the child involved or their parents.

Please refer to the attached Anti-Bullying Pathways of Help for all staff, parents and carers 2020.

The Good Shepherd Anti-Bullying Policy

The role of pupils

Pupils are encouraged to tell anybody they trust if they, or someone else, is being bullied, and if the bullying continues, they must again let people know.

A copy of the Child-Friendly Anti-Bullying Policy (see appendices), is updated and issued to pupils each year. This presents the key points of the school's Anti-Bullying Policy in a child friendly format.

Wellbeing Warriors are trained to work with other pupils during lunchtime, leading activities in the Retreat Room and ensuring that all pupils are included. Their training includes identifying pupils who may be bullying or being bullied and the steps they should take to alert a member of staff.

Strategies to Prevent Bullying

Prevention is better than cure. At The Good Shepherd Catholic Primary Academy, the children are taught to respect one another and expect to be respected in return. Their self-esteem, self-awareness of their actions, words and behaviour towards others are developed using the Mission Statement, our Catholic ethos, our commitment to try to live like Jesus, the Word of the Week, Collective Worship and Personal, Social and Health Education (PSHE) lessons. As part of our ongoing commitment to the safety and welfare of our pupils, we have developed the following strategies to promote positive behaviour and discourage bullying behaviour:

- The Catholic ethos of the school with the gospel values is at the heart of all that we do.
- A whole school, restorative approach to tackling bullying.
- All incidents are taken seriously and acted upon quickly.
- Staff training and development for all staff including lunchtime supervision staff; Hays online training, Keeping Children Safe in Education and Anti-Bullying Pathways of Help for all staff, parents and carers.
- Our school actively promotes the celebration of difference and diversity as part of our core values and our Collective Worship.
- An effective Behaviour Policy ensures that behaviour around school is respectful, orderly and well timed.
- Positive adult role models throughout school use sanctions fairly and consistently and behave according to the Staff Code of Conduct.
- Weekly staff briefings to share pupil concerns, on a need to know basis, to check on all children involved and to follow-up incidents.
- Good liaison between staff and between staff and parents/carers.
- Children trust that staff will deal with their concerns, due to good relationships.
- Weekly PSHE lessons teach anti-bullying, in line with the PSHE Association.
- Anti-Bullying Week takes place annually in November.
- Use of Keeping Safe Week, bCyberwise workshops provided by Coram Life and cyberbullying lessons teach the children how to stay safe and recognise signs of bullying online.
- World Mental Health Day and Children's Mental Health Week seeks to empower children and give them the confidence to stand up and speak out.

The Good Shepherd Anti-Bullying Policy

- Word of the Week teaches values which promote positive behaviour and moral development.
- Use of celebration events such as Other Faiths Week, twice a year, visits to places of worship to develop respect and tolerance.
- Concern boxes are available in every class so that children can report bullying confidentially and can voice concerns before they develop and escalate.
- Feelings Check-In Chart in every class encourages children to discuss their emotions and recognise when they need adult help.
- Annual Pupil and Parent surveys give an indication of how effectively pupils and parents feel that bullying is dealt with.
- All children have their achievements recognised and celebrated throughout school and at events such as Celebration Assemblies.
- The Retreat Room provides a safe space, on a Friday, for children who may find the playground challenging for various reasons.
- Children are involved in planning and implementing anti-bullying activities through Pupil Voice of the Wellbeing Warriors and School Council.
- Class buddies are provided for children who are new to the school, SEND/disabled pupils, children who have been bullied or are displaying bullying behaviour.
- A Buddy Bench is available on both playgrounds for children who want to request a buddy or help with a friendship issue.
- Active play equipment and fitness activities are used for purposeful play, at playtimes.
- Attending events such as 'Show Racism the Red Card' and the Year 5 Safety Zone.
- The Wellbeing Warriors are trained to look out for the signs and symptoms of bullying on the playground and signpost children to respond or report bullying and access help.
- The Wellbeing blog on the school website signposts parents to outside agencies and useful, informative websites on bullying such as The Anti-Bullying Alliance and Young Minds.
- Annual online safety day in February.
- Support for parents / carers eg CAHMs anxiety workshop, NSPCC and O2 Esafety workshop.
- Anti-bullying display reminds children how to be a friend, what to do if a friend is unhappy or being bullied and who to talk to.

Reporting and responding to bullying

Our school has clear and well-publicised systems to report bullying. These include:

- Encouraging children to tell a trusted adult.
- The trusted adult is confident to report the perceived bullying, following the school's procedures.
- In every class, across the school, there is a concern box for children to post their concerns so that staff can handle incidents with discretion and confidentiality.

The Good Shepherd Anti-Bullying Policy

- The anti-bullying display boards (outside the offices/ hall) remind children how to report bullying and show key people in school that the children can talk to. They include members of staff and the Wellbeing Warriors.
- Parents, carers, and all staff including supply staff to follow the procedures set out in the Anti-Bullying Pathways of Help flow diagram (see appendices).

All recording of bullying incidents will be filed in a locked cupboard in the Headteacher's office. All substantiated bullying incidents will be reported to the Governors.

Procedures

All reported incidents will be taken seriously and investigated involving all parties. The staff are aware of and follow the same procedures:

- Interview all parties sensitively including victim, perpetrator and bystanders and inform parents.
- All reported incidents of bullying are brought to the attention of the Headteacher and Deputy so that they can monitor, to ensure appropriate action is taken.
- Record all appropriate information and conversations on 'Incident and Issue' forms used throughout the school.
- Implement appropriate disciplinary sanctions in accordance with our Behaviour Policy, rooted in our Catholic ethos. Where it is deemed necessary, fixed term exclusion may apply.
- A trusted adult in school (usually the class teacher) will spend time talking to the perpetrator and the victim. If further action is needed, the Senior Leadership Team and the Anti-Bullying Coordinator will provide further advice and support.
- Support groups and mediation may be used to help the perpetrator understand the consequences of their actions and how to develop into a more respectful friend.
- Support groups and mediation may be used to support the victim in developing their self-esteem to help with their recovery and as a protective factor.
- When appropriate, the child/children may need to be on a school Report Card to help them to manage their behaviour and focus on the positive aspects.
- Responses may vary according to the type of bullying and may involve other agencies, where appropriate.
- Follow up with all parties when appropriate, in particular, keeping in touch with the person who reported the situation and parents/carers.
- The class teacher, teaching assistants and mid-day supervisors will be informed, as appropriate, so that they will be able to monitor any further developments.
- Liaise with the wider community if the bullying is taking place off the school premises i.e. in the case of cyberbullying or hate crime.
- In class, re-establish a positive and safe environment, which must include a reintegration of all pupils concerned. In so doing, affirm the need to speak out in order to stop bullying.
- Use a clear complaints' procedure for parents/carers (available via the website) who are not satisfied with the school's actions.

The Good Shepherd Anti-Bullying Policy

Equality Statement

We have a legal duty under the Equality Act 2010, in respect of safeguarding and in respect of pupils with special educational needs (SEN).

The curriculum is inclusive and facilitates the needs of all children regardless of their age, size, mobility, gender, ethnicity and ability. Our planning aims to foster an appreciation of each other's cultures and beliefs along with the promotion of a healthy and positive self-image. This is linked to the school's role as a Christian community, Special Education Needs and Inclusion.

Links with other policies

Policy	Why
Behaviour Policy	Rewards and sanctions, Codes of conduct
Safeguarding Policy	Child protection
E-safety Policy	Cyberbullying and online safety
Positive Handling Policy	Ways to deal with bullying
Personal, Social and Health Education (PSHE) policy	Lessons to prevent bullying
Supporting Children with Medical Needs	Vulnerability
Exclusion Policy	Extreme bullying incidents
Social Media Policy and Use of Mobile Phones and Digital Photography Policy	Online safety
Complaints' Policy	Guidelines to make a complaint if families are not happy with the school's response

This policy is supported by the following appendices:-

- Child- Friendly Anti-Bullying Policy 2020
- Anti-Bullying Policy Information Booklet for Parents 2020
- Anti-Bullying Pathways of Help for all Staff, Parents and Carers 2020