



Havelock Infant & Junior Schools

Anti Bullying Policy

November 2023

Adopted by: Local Academy board

Date: 14th November 2023

Policy Review Due Date: November 2025

The Havelock Schools Anti-Bullying Policy

Havelock Infant and Junior Schools: unlocking the door to lifelong learning – a place where everyone is inspired to reach their full potential.

Introduction

Everyone has the right to go about their daily lives without the fear of being threatened, assaulted or harassed. No one should underestimate the impact that bullying can have on a person's life. It can cause high levels of distress and affect well-being, behaviour and development.

At Havelock Infant and Junior Schools, we are committed to providing a caring, friendly and safe environment for all so they can learn in a relaxed and secure atmosphere free from oppression and abuse.

Bullying is an anti-social behaviour and affects everyone. All types of bullying are unacceptable at our schools and **will not be tolerated**. Everyone should feel able to tell and when bullying behaviour is brought to our attention, prompt and effective action will be taken. We are TELLING schools. This means that anyone who is aware of any type of bullying that is taking place is expected to tell a member of staff immediately.

What is Bullying?

There is no legal definition of bullying but we would refer to bullying as... "Bullying behaviour abuses an imbalance of power to repeatedly and intentionally cause emotional or physical harm to another person or group of people. Isolated instances of hurtful behaviour, teasing or arguments between individuals would not be seen as bullying" (Torfaen definition 2008)

Bullying unlike other aggressive behaviour usually has common features:

- It is repeated by the same person or persons
- Can be aimed at certain groups ie because of race, religion, sexual orientation or gender
- It is deliberate, hurtful behaviour both physically or emotionally
- It has an imbalance of power meaning one person can feel defenceless

Bullying usually takes one of four forms:

- Indirect/Emotional: Being unfriendly, spreading rumours, excluding, tormenting (e.g. hiding bags or books)
- Physical: Pushing, kicking, hitting, punching, slapping or any form of violence
- Verbal: Name-calling, teasing, threats, sarcasm
- Cyber: All areas of internet misuse, such as nasty and/or threatening emails, misuse of blogs, gaming websites, internet chat rooms and instant messaging, mobile threats by text messaging & calls, misuse of associated technology, i.e. camera and video facilities

Bullying is usually directed at someone perceived to be 'different'. This may be because of:

- Racial origin
- Ethnic group
- Gender based or homophobic abuse
- Physical difference

- Disability

Bullying is encompassed in the Child on Child abuse description in Keeping children safe in education – please refer to the schools safeguarding policy for more details. Key areas in school have posters to support pupils, across both the Infant and Junior schools, in knowing where to go for help if they need it including a contact number for the school mobile and childline as alternatives if they feel they can't talk to a trusted adult face to face. (See Appendix 1 & 2) Guidance has been developed for KS2 children in the form of a child friendly Child on Child abuse guidance to explain the different types of child on child abuse and how pupils can find help if they feel they are being targeted. (see our separate policy)

If bullying is taking place outside of school, school should tackle this in the same way it would if it was happening on site. Staff members have the same authority for managing misbehaviour outside of school as they do inside school. When bullying incidents are reported to school they should be investigated promptly. The head teacher should make the decision, if as a result of investigating, whether or not the incident(s) should be reported to the police. Any sanction given for bullying incident outside of school should only be given within the school day.

Signs and Symptoms

Displaying any of the following behaviours may indicate that a child is being bullied:

- being frightened of walking to or from school
- changing (child's) usual routine
- begging to be driven to school
- not wanting to come to school
- becoming anxious and withdrawn
- sudden bed wetting
- attempted or threatened suicide
- crying at night/nightmares
- feeling ill in the morning
- truanting
- beginning to do less well at school
- coming home with property such as clothes / books damaged or missing
- having possessions go missing
- asking for or stealing money
- continually losing pocket money
- unexplained cuts and bruises
- coming home hungry (lunch going missing)
- becoming withdrawn / lacking in confidence
- becoming aggressive and unreasonable
- bullying other children or siblings
- giving improbable excuses to any of the above

Prevention and Early Intervention

Havelock Infant and Junior Schools are caring schools with a joint positive ethos. Everyone in our school community is encouraged to look after themselves and each other in order to prevent bullying incidents before they occur. To prevent incidents of bullying we:

- promote positive behaviour through the use of our 3 responsibilities – Be ready, Be Respectful, Be Safe
- consider others as part of our Havelock learner behaviours – Resilient, Responsible, Reflective
- positively teach RE, Relationships curriculum through the jigsaw programme, online safety and Protective behaviours to all classes including promotion of self-worth, friendship and feelings, dealing with bullying and reporting bullies;
- Teach children to recognise the signs of bullying and how to speak up for themselves and others if needed including who they can go to (see appendix 1, 2 & 3)
- supervise pupils at all times;
- have named persons responsible for Child Protection and Safeguarding;
- remind regularly that all forms of bullying are unacceptable and will not be tolerated;
- provide opportunities for open discussion without fear of ridicule or retribution;
- reassure everyone that all in school will listen to them and take their concerns seriously;
- keep all staff well informed of behavioural policies, particularly new members of staff and temporary/supply teachers.
- use the newsletter to promote our positive ethos towards each other including how we conduct ourselves both in and out of school.
- liaise directly with parents/carers (and pupils if appropriate) regarding any concerns raised as soon as possible

Procedures and Outcomes when bullying occurs

It is the responsibility of all staff, children and parents/carers to report bullying.

We deal with incidents by:

- reporting all incidents of bullying to a member of the Senior Leadership Team, who will carry out a prompt investigation of the concerns raised
- informing parents that their child is involved in an initial investigation around inappropriate behaviour and the work we are doing to support
- keeping a detailed incident log in which, all unacceptable behaviours and including continued follow up actions
- talking to the victim with understanding and belief to ascertain details of incidents
- talking to the bully or bullies and obtaining witnesses wherever possible
- confronting bullies with the details, asking for the truth
- making it clear that bullying will not be tolerated at Havelock Infant and Junior Schools
- talking to the victim and bully together, at an appropriate time (when the victim deems this suitable), to check through the facts and talk about changes that need to take place and how this can happen
- providing the victim and bully/bullies with appropriate intervention as required to support
- continued information sharing with parents of what has happened through a meeting with the Senior Leadership team
- seeking support from outside agencies if required eg Social Services, Police, MHST/CAMHs
- implementing a monitoring/follow up system to ensure that the situation is resolved
- covering bullying in class through Jigsaw and our online safety sessions
- adhering to sanctions outlined in the behaviour policy
- working with parents to tackle the root of the issue
- offering support and buddies to the victim
- the bully/bullies being asked to genuinely apologise

- isolation of the bully in school if necessary and suspension considered

Bullying in staff

If a member of staff feels they are being bullied they should:

- Refer to the Whistle Blowing Policy and raise the issue with the Head Teacher. If the issue involves the Head Teacher, then the staff member should speak to the chair of Governors
- speak to their union representative if they wish
- attend a conflict resolution meeting to address the issues following the advice of Human Resources

If a member of staff feels another member of staff is being bullied they should:

- refer this to the Head teacher as a concern. If this is the head the staff member is to refer it to the chair of governors.

Monitoring

Protection from bullying is the responsibility of all in school and should be tackled whenever it occurs. The Executive Head Teacher or Senior Leaders have responsibility for monitoring, analysing records and acting upon issues of bullying on a day to day basis. Staff will be kept informed of issues and patterns of incidence and their relevance. Where this is not appropriate, in the first instance it is the responsibility of the Chair of Governors.

Some forms of bullying may need to be reported directly to the police due to their nature. These include:

- Violence or assault
- Theft
- Repeated harassment or intimidation, for example name calling, threats and abusive phone calls, emails or text messages
- Hate crimes

999 should be called if someone is in immediate danger.

Responsibilities

Governors are responsible for monitoring incidents of bullying that occur and reviewing the effectiveness of this policy, ensuring that staff are accountable to them for reporting and dealing with bullying issues. Governors will respond within ten days to any request for an investigation into an incident of bullying, from parents, pupils or staff. In all cases, the governing body will notify the Executive Head Teacher and ask them to conduct an investigation into the case and report back to a representative of the governing body.

*The **Executive Head teacher*** is responsible for ensuring the implementation of this policy and for ensuring that procedures outlined are followed. **All adults within the school community** will ensure that all children know that bullying is wrong, and that it is unacceptable at Havelock Infant and Juniors Schools. **The Executive Head Teacher** will ensure that all staff receive sufficient training to be equipped to deal with incidents of bullying. They will set the school climate of mutual support and praise for success, so making bullying less likely.

Staff are responsible for the wellbeing of pupils in their care and for following up incidents of bullying as outlined in this policy. Staff will support all children in their care, establishing a climate

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

Children and parents are responsible for reporting incidents of bullying to staff immediately. Ours is a 'telling' school. Children need not feel in fear of recrimination should they tell. Parents have a responsibility to support the school's anti-bullying policy and to actively encourage their child(ren) to be positive members of the Havelock Schools. We ask that parents help their children to understand the difference between a disagreements and bullying.

This policy will be reviewed annually and updated as necessary. The views of children, staff and parents will be sought by a mixture of discussion and questionnaires.

Supporting Documents:

Preventing and Tackling bullying (July 2017), Keeping Children Safe in Education 2022, Behaviour in schools (September 2022), Bullying at school

Links with other policies:

Complaints, Online safety, Social Media, Physical Intervention, Behaviour, Child Protection, Whistleblowing, Code of conduct, parent code of conduct, child on child abuse policy.



If you don't feel safe or you need help...

1. Speak to someone on your network hand



2. Ask to speak to your teacher or an adult you trust.
That person could be...

 Mrs J Carter Deputy Head Teacher	 Mrs B Kizlak Executive/Head Teacher	 Mr K Dickson Assistant Head Teacher	 Mrs M Grainger Assistant Head (SEN/Co)	 Mrs M Horrocks Family Link Worker	 Mrs Taylor SEN support assistant
Designated Safeguarding Lead	Deputy Designated Safeguarding Leads				





We all have the right to feel safe all of the time.

Do you know who you can talk to if you are feeling unsafe or have a concern about yourself or a friend?

1. Check your network hand



2. Ask to speak with a trusted adult in your year group or another trusted adult in school. That person could be...

 Mrs J Carter Deputy Head Teacher	 Mrs B Walsh Year 6/7/8/9/10 Teacher	 Mr K Dalton Assistant Head Teacher	 Mrs M Grogan Assistant Head/SENCO	 Mrs Williams Year 5/6/7/8/9/10	 Mrs Taylor SEN Support Assistant
Designated Safeguarding Lead		Deputy Designated Safeguarding Leads			

3. If you feel you can't talk, you could send a text message to our school phone 07527324844

(write the number it down and don't forget to include your name)

4. You could contact childline

childline

ONLINE, ON THE PHONE, ANYTIME
childline.org.uk | 0800 1111

