



## Holy Trinity RC Primary School Policy on Anti Bullying

### Mission Statement

"To go forward together in Christ, respecting our neighbour and striving for excellence."

Holy Trinity R C Primary is committed to providing a caring, friendly and safe environment for all of its pupils, so they can learn in a relaxed and secure atmosphere. We believe that bullying of any kind is unacceptable at our school. If bullying does occur, all pupils should be able to tell and know that incidents will be dealt with promptly and effectively. We are a **TELLING** School. This means that **anyone** who knows that bullying is happening is encouraged to tell a member of staff. This is a clear message to the bully: **No one** at Holy Trinity will get away with this behaviour!

### Objectives of the policy

The aim of our anti-bullying policy is to ensure that pupils learn in a supportive, caring and safe environment without fear of being bullied. Our school operates a zero tolerance approach to bullying - bullying must be challenged immediately, dealt with sensitively and in a sustained manner. Holy Trinity's Anti-bullying policy outlines what this school will do to prevent and tackle bullying.

### Our School:

- Discusses monitors and reviews our anti-bullying policy on a regular basis.
- Supports staff to promote positive relationships and identify and tackle bullying appropriately.
- Ensures that pupils are aware that all bullying concerns will be dealt with sensitively and effectively, our pupils feel safe to learn and that pupils abide by the anti-bullying policy.
- Reports back to parents/carers regarding their concerns on bullying and deal promptly with complaints. Parents/carers in turn work with the school to uphold the anti-bullying policy.

- Seek to learn from good anti-bullying practice elsewhere and utilises support from the Local Authority and other relevant organisations when appropriate!

### **What is bullying?**

At Holy Trinity we believe that bullying is always related to an abuse of power. Bullying is "**Behaviour by an individual or a group, usually repeated over time that intentionally hurts another individual either physically or emotionally**".

Bullying can include: name calling, taunting, mocking, making offensive comments,; kicking; hitting; taking belongings; inappropriate text messaging and electronic messaging (including through web-sites, Social Networking sites and Instant Messenger); producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours. Bullying results in pain and distress to the victim.

To clarify: we understand that bullying can be:

- Emotional being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Physical pushing, kicking, hitting, punching or any use of violence
- Racist racial taunts, graffiti, gestures
- Sexual unwanted physical contact or sexually abusive comments
- Homophobic because of or focussing on the issue of sexuality
- Verbal name-calling, sarcasm, spreading rumours, teasing
- Cyber All areas of internet, such as email & internet chat room misuse  
Mobile threats by text messaging & calls Misuse of associated technology, i.e. camera & video facilities

Children at Holy Trinity are instilled with the message that **it is not acceptable to be a bystander** and that **everyone** has a responsibility to report incidents of bullying.

### **Signs and Symptoms of bullying**

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- is frightened of walking to or from school
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- becomes withdrawn, anxious or lacking in confidence
- starts stammering
- cries themselves to sleep at night or has nightmares

- feels ill in the morning
- begins to do poorly in school work
- comes home with clothes torn or books damaged
- has possessions which are damaged or "go missing"
- has unexplained cuts or bruises
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous and jumpy when a cyber message is received

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

Research undertaken by the DCFS indicates that children are more likely to tell a family member that they are being bullied, than anyone else. At Holy Trinity, we encourage parents to report incidents of bullying, however small, **immediately** so that appropriate action can be taken.

### **Procedures for reporting bullying behaviour**

#### **Class teacher**

If bullying is suspected or has been reported, in line with the School Behaviour Policy, class teachers will:

- investigate carefully the incident to establish whether bullying has occurred.
- in case of serious bullying, the incidents will be recorded by class teachers in the 'Anti-bullying Behaviour' book and on Cpoms and the incident will be reported immediately to the Headteacher.
- offer support to the victim
- involve both the parents of both the victim and the perpetrator/s of bullying at the end of the school day
- undertake to support and guide the perpetrator/s of bullying in an attempt to change their behaviour
- undertake, in line with Lancashire LEA guidance, to follow up the incident to check that bullying has not re-occurred

#### **Headteacher**

If bullying has been suspected, or has been reported, the Headteacher will:

- have knowledge of and be involved in all cases of serious or persistent bullying

- regular monitor Cpoms for all recorded incidents of bullying
- ensure that, in line with Lancashire LEA requirements, all incidents of racial bullying are also reported to the Governing Body and the LEA
- undertake, alongside class teacher, to support and guide the perpetrator/s of bullying in an attempt to change their behaviour
- in severe cases or when bullying has been persistent, consider strong sanctions such as fixed-term or permanent exclusion.

### **Teaching Assistants**

Teaching Assistants will report any suspected incidents of bullying to the class teacher for investigation. Parents with any concerns or information about bullying will be directed to the class teacher.

### **Lunchtime Supervisors**

Lunchtime Supervisors will:

1. take all suspected or reported incidents of bullying seriously
2. gather information regarding the incident and inform the victim's class teacher so that appropriate action can be taken
3. in serious cases, inform the Headteacher immediately.

### **Preventative Measures (challenging and combating bullying)**

At Holy Trinity, we endeavour to prevent bullying:

- teaching pupils to recognise what does, and what does not, constitute 'bullying'
- ensuring all children know what the school policy is on bullying and what to do if bullying occurs
- incorporating the teaching of anti-bullying strategies into regular classroom activities such as Circle Time
- full integration of the PSHE and Citizenship Framework into our curriculum
- using class, year group and Key Stage assemblies to reinforce school policy and the School Rules (Treat everyone as you wish to be treated - don't be a bully!)
- clear in teaching the fact we are a 'telling school' and that any act of bullying is not tolerated
- having a clear school code of conduct

(Parents)

- consulting with parents to develop a shared understanding of the issues related to bullying

- providing parents with regular and up to date information regarding school policy and procedures
- having an open door policy, and responding immediately to any parental concerns
- work with parents and the local community to address issues beyond the school gates that give rise to bullying

### **Monitoring and reviewing the policy**

The policy will be reviewed every two years (unless any incidents occur that suggest the need for review sooner than this). The Headteacher is responsible for monitoring half termly the number/type of incident and will ensure reporting/recording procedures are being followed.

In meetings, the pupils and staff will be regularly consulted on this policy, to gauge impact and effectiveness.

### **Responsibilities**

This policy only works if it ensures that the whole school community understands that bullying is not tolerated and understands the steps that will be taken to both prevent and respond to bullying.

It is the responsibility of:

- School Governors to take a lead role in monitoring and reviewing this policy.
- Governors, the Headteacher, Senior Managers, Teaching and Non Teaching staff to be aware of this policy and implement it accordingly.
- The Headteacher to communicate the policy to the school community.
- Pupils to abide by the policy.

This policy should be read in conjunction with other school policies:

- Behaviour policy
- Equal Opportunities Policy
- Inclusion Policy
- Race Equality Policy
- E Safety Policy

Policy updated by: M Lyle

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