St. William of Perth Catholic Primary School

Anti-bullying Policy

Our Mission Statement

St William of Perth aims to nourish the growth of all its members as persons illuminated by the light of Christ as our Catholic values permeate all aspects of school life.

Our mission is to provide a quality education where high standards of attainment and behaviour are expected. We encourage all our pupils to develop as life-long learners as they strive to reach their full physical, intellectual and social potential.

Key Contact Personnel

Nominated Member of Leadership Staff Responsible for the policy:
Mrs K. Tong, Deputy Head Teacher

Designated Safeguarding Lead: Mr James Willis, Head Teacher

Named Governor with lead responsibility: (Lorraine O'Hara)
Date written: (September, 2020)

Date agreed and ratified by Governing Body/Trust/Committee: (October Year 2020)

Date of next review: (October 2025)

This policy will be reviewed at least annually, and following any concerns and/or updates to national/local guidance or procedures

This policy is based on DfE guidance "Preventing and Tackling Bullying" July 2017 and supporting documents. It also considers the DfE statutory guidance "Keeping Children Safe in Education" 2019 and 'Sexual violence and sexual harassment between children in schools and colleges' guidance. The setting has also read Childnet's "Cyberbullying: Understand, Prevent and Respond: Guidance for Schools".

It is the primary aim at St William of Perth that every member of the school community feels valued and respected, and that each person is treated fairly and well. We are a caring community, whose values are built on mutual trust and respect for all. The school behavior and anti-bullying policies are therefore designed to support the way in which all members of the school can live and work together in a supportive way. It aims to promote an environment where everyone feels happy, safe and secure.

As a Catholic school, a clearly defined approach to behaviour is consistent with, and indeed necessary to the maintenance of the Christian ethos. That children will be taught to follow Jesus' teaching: 'To love God and to love your neighbour as yourself', your neighbour being everybody in the world.' To this end, St William of Perth promotes good relationships so that people can work together with the common purpose of helping everyone to learn. This policy supports the school community in allowing everyone to work together in an effective and considerate way. We treat all children fairly and apply this policy consistently through our Golden Rules:

- Follow instructions and listen to adults in the school
- Be gentle, kind and polite: Keep hands, feet and unkind words to yourself.
- Value people's belongings; respect the school and other people's property.
- Be honest and tell the truth.

Key Principles

We aim to ensure that positive relationships are a key part of each child's everyday experience at school, so that they are able to succeed in all aspects of their life.
The key principles of St William of Perth School are that:
- Every child has the right to learn in a happy, safe and secure environment so that they can strive for personal achievement and awareness.
- The positive contribution of each child is necessary for the good of the school as an inclusive community.
- All members of the school community have the right to be trusted, treated fairly and respected as individuals.
- All members of our school community practise forgiveness and reconciliation.
- A positive system of praise and rewarding good behaviour reinforces a child's sense of worth and helps them to acquire self-discipline.
- All members of our school community are praised and recognised for their success.

Rationale

We are committed to developing an anti-bullying culture where the bullying of adults, children or young people is not tolerated in any form throughout St William of Perth.
This policy outlines what St William of Perth will do to prevent and tackle all forms of bullying and has been adopted with the involvement of the whole school community.
St William of Perth recognises that all forms of bullying, especially if left unaddressed, can have devastating effects on individuals; it can create a barrier to learning and have serious consequences for mental wellbeing.
By effectively preventing and tackling bullying, our school can help to create a safe and disciplined environment, where pupils are able to learn and fulfil their potential.

Definition of Bullying

Bullying can be defined as "*behaviour by an individual or a group, repeated over time that intentionally hurts another individual either physically or emotionally.*" (DfE "Preventing and Tackling Bullying." July 2017)

Bullying can include name calling, taunting, mocking, making offensive comments; kicking; hitting; taking belongings; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours.

This includes the same unacceptable behaviour expressed online, sometimes called online or cyberbullying. This can include: sending offensive, upsetting and inappropriate messages by phone, text, instant messenger, through gaming, websites, social media sites and apps, and sending offensive or degrading photos or videos.

Responding to bullying

The following steps may be taken when dealing with all incidents of bullying reported to the school:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached or witnessed the concern.
- The school will provide appropriate support for the person being bullied – making sure they are not at risk of immediate harm and will involve them in any decision-making, as appropriate.
- The headteacher/Designated Safeguarding Lead (DSL) or another member of leadership staff (amend as appropriate to the school) will interview all parties involved.
- The DSL will be informed of all bullying issues where there are safeguarding concerns.
- The school will speak with and inform other staff members, where appropriate.
- The school will ensure parents/carers are kept informed about the concern and action taken, as appropriate and in line with child protection and confidentially policies.
- Sanctions, as identified within the school behaviour policy, and support will be implemented in consultation with all parties concerned.
- If necessary, other agencies may be consulted or involved, such as the police, if a criminal offence has been committed, or other local services including early help or children's social care, if a child is felt to be at risk of significant harm.
- Where the bullying of or by pupils takes place off school site or outside of normal school hours (including cyberbullying), the school will ensure that the concern is fully investigated. If required, the DSL will collaborate with other schools. Appropriate action will be taken, including providing support and implementing sanctions in school in accordance with this policy and the school's behaviour policy.
- A clear and precise account of bullying incidents will be recorded by the school in accordance with existing procedures. This will include recording appropriate details regarding decisions and action taken.

Cyberbullying

- When responding to cyberbullying concerns, the school will:
- Act as soon as an incident has been reported or identified.
- Provide appropriate support for the person who has been cyberbullied and work with the person who has carried out the bullying to ensure that it does not happen again.
- Encourage the person being bullied to keep any evidence (screenshots) of the bullying activity to assist any investigation.
- Take all available steps where possible to identify the person responsible. This may include:

▪ looking at use of the school systems;
▪ identifying and interviewing possible witnesses;
▪ Contacting the service provider and the police, if necessary.

- Work with the individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation. This may include:
- Support reports to a service provider to remove content if those involved are unable to be identified or if those involved refuse to or are unable to delete content.
- Requesting the deletion of locally-held content and content posted online if they contravene school behavioural policies.
- Ensure that sanctions are applied to the person responsible for the cyberbullying; the school will take steps to change the attitude and behaviour of the bully, as well as ensuring access to any additional help that they may need.
- Inform the police if a criminal offence has been committed.
- Provide information to staff and pupils regarding steps they can take to protect themselves online. This may include:

▪ advising those targeted not to retaliate or reply;
▪ providing advice on blocking or removing people from contact lists;
▪ helping those involved to think carefully about what private information they may have in the public domain.

Supporting pupils

- Pupils who believe they have been bullied will be supported by:
- Reassuring the pupil and providing continuous pastoral support.
- Offering an immediate opportunity to discuss the experience with their teacher, the designated safeguarding lead, or a member of staff of their choice.
- Being advised to keep a record of all incidents as evidence and discuss how to respond to concerns and build resilience as appropriate.
- Working towards restoring self-esteem and confidence.
- Providing ongoing support; this may include: working and speaking with staff, offering formal counselling, engaging with parents and carers.
- Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this could include support through Early Help or Children Social Work Service, or support through the Children and Young People's Mental Health Service (CYPMHS).

Pupils who have perpetrated bullying will be helped by:
- Discussing what happened, establishing the concern and the need to change.
- Informing parents/carers to help change the attitude and behaviour of the child.
- Providing appropriate education and support regarding their behaviour or actions.
- If online, requesting that content be removed and reporting accounts/content to service provider.
- Sanctioning, in line with school behaviour/discipline policy; this may include official warnings, detentions, removal of privileges (including online access when encountering cyberbullying concerns), and fixed-term or permanent exclusions.
- Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this may include involvement from the Police or referrals to Early Help, Children Social Work Service, or the Children and Young People's Mental Health Service (CYPMHS)

Supporting adults

- Our school takes measures to prevent and tackle bullying among pupils; however, it is equally important to recognise that bullying of adults, including staff and parents, whether by pupils, parents or other staff members, is unacceptable.
- Adults who have been bullied or affected will be supported by:
- Offering an immediate opportunity to discuss the concern with the designated safeguarding lead, a senior member of staff and/or the headteacher.
- Advising them to keep a record of the bullying as evidence and discuss how to respond to concerns and build resilience, as appropriate.
- Where the bullying takes place off school site or outside of normal school hours (including online), the school will still investigate the concern and ensure that appropriate action is taken in accordance with the schools' behaviour and discipline policy.
- Reporting offensive or upsetting content and/or accounts to the service provider, where the bullying has occurred online.
- Reassuring and offering appropriate support.
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance.

Adults who have perpetrated the bullying will be helped by:
- Discussing what happened with a senior member of staff and/or the headteacher to establish the concern.
- Establishing whether a legitimate grievance or concern has been raised and signposting to the school's official complaints procedures.
- If online, requesting that content be removed.
- Instigating disciplinary, civil or legal action as appropriate or required.

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Incident report

Staff……………………………….
Pupil…………………………..Date…………………….

What has happened?

When did it happen?

Where did it happen?

Who was involved?

How often has it happened?

Are there any witnesses?