

Anti- Bullying Policy, including Cyber Bullying

Introduction

Bullying can take various forms, emotional and physical.

Children and adults can be affected in different ways and to varying degrees by all forms of bullying.

It is acknowledged by everyone at Holy Trinity C of E Primary School, pupils, parents, governors and staff, that bullying, is becoming an increasingly worrying problem in society today. However, whilst we accept this is generally the case, we pride ourselves on the fact that bullying rarely takes place within our school environment. We feel it is important to remember that and keep the points in this policy in context.

The term 'bullying' is often used freely in today's society to describe 'one off' events of falling out or disagreements between individuals or groups of people. e.g. 'Susan is bullying Lucy, she's not her friend', whereas the more traditional explanation of bullying is using your strength or power to force someone to act in a certain way or perform actions against their will.

This discrepancy in meaning must be kept in mind whilst recognising that often an event which to some may seem innocuous, can be built up in the mind of a child to be a significantly threatening episode and although forgotten about by the 'bully' almost immediately with nothing else following the event, to the victim it can be the cause of great worry and distress.

DFES guidance defines bullying as actions that are meant to be hurtful, and which happen on a regular basis. Bullying can be direct (either physical or verbal) or indirect (e.g. being ignored or not spoken to).

Aims and Objectives

Bullying is wrong and damages individual children. We therefore do all we can to prevent it, by developing a school ethos in which bullying is regarded as unacceptable.

We aim, as a school, to produce a safe and secure environment where all can learn without anxiety, and measures are in place to reduce the likelihood of bullying.

This policy aims to produce a consistent school response to any bullying incidents that may occur.

We aim to make all those connected with the school aware of our opposition to bullying, and we make clear each person's responsibilities with regard to the eradication of bullying in our school.

The role of Governors

The governing body supports the Headteacher in all attempts to eliminate bullying from our school. The governing body will not condone any bullying at all 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 Headteacher to keep accurate records of all incidents of bullying, and to report to the governors on request about the effectiveness of school anti-bullying strategies.

A parent who is dissatisfied with the way the school has dealt with a bullying incident can ask the chair of governors to look into the matter. The governing body responds within ten days to any request from a parent to investigate incidents of bullying. In all cases, the governing body notifies the Headteacher, and asks him/her to conduct an investigation into the case, and to report back to a representative of the governing body.

The role of the Headteacher

It is the responsibility of the Head Teacher to implement the school anti-bullying strategy, 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 Head Teacher reports to the governing body about the effectiveness of the anti-bullying policy on request.

The Headteacher ensures that all children know that bullying is wrong, and that it is unacceptable behaviour in this school. The Headteacher draws the attention of children to this fact at suitable moments. For example, if an incident occurs, the Headteacher may decide to use an assembly as the forum in which to discuss with other children why this behaviour was wrong, and why a pupil is being punished.

The Headteacher ensures that all staff, including lunchtime 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 praise for success, 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 role of the teacher and support staff

All the staff in our school take all forms of bullying seriously, and seek to prevent it from taking place.

If teachers witness an act of bullying, they will either investigate it themselves or refer it to the Headteacher. Teachers and support staff do all they can to support the child who is being bullied. If a child is complaining or showing signs that they are being bullied over a period of time, then, after consultation with the Headteacher, the child's parents will be informed.

In the School Behaviour file situated in the Deputy Head's Office, there is an anti-bullying log in which staff record all incidents of bullying that occur both in and out of class. We also record incidents that occur near the school, or on the children's way between school and home. Any adult who witnesses an act of bullying should record it in the logbook.

When any bullying has taken place between members of a class, the teacher will deal with the issue immediately. This may involve counselling and support for the victim, and a consequence for the offender in line with the school behaviour policy. Time is spent talking to the child who has done the bullying, explaining to them why their action was wrong and how they should change their behaviour in future. If a child is repeatedly involved in bullying, the Headteacher and the special needs coordinator are informed. The child's parents are invited into the school to discuss the situation. In more extreme cases, e.g. where these initial discussions have proved ineffective, the Headteacher may contact external support agencies, such as the Anti Bullying Service or Crisis Respond.

Teachers use a range of methods to help prevent bullying and to establish a climate of trust and respect for all. They use drama, role-play, stories etc., within the formal curriculum, to help pupils

understand the feelings of bullied children, and to practise the tolerance required to avoid lapsing into bullying behaviour. Some pupils benefit particularly from working with one of our school mentors. This helps them to reflect on emotions and feelings and develop positive strategies to deal with these. Celebration Assembly is used to praise, reward and celebrate the success of all children, and thus to help create a positive atmosphere.

The role of parents

Parents 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. If they are not satisfied with the response, they should contact the Headteacher or a member of the Senior Leadership Team. If they remain dissatisfied, they should follow the school's complaints procedure.

Parents have a responsibility to support the school's anti-bullying policy, actively encouraging their child to be a positive member of the school.

The role of pupils

Pupils are encouraged to tell anybody they trust if they are being bullied, and if the bullying continues, they must keep on letting people know.

Pupils are invited to tell us their views about a range of school issues, including bullying, through a range of strategies such as confidence/worries boxes in classrooms, individual conversations with staff, completion of questionnaires etc.

Monitoring and review

This policy is monitored on a day-to-day basis by the Headteacher, who reports to governors on request about the effectiveness of the policy.

The anti-bullying policy is the governors' responsibility, and they review its effectiveness annually. They do this by examining the school's anti-bullying logbook, where incidents of bullying are recorded, and by discussion with the Headteacher. Governors analyse information for patterns of people, places or groups. They look out in particular for racist bullying, or bullying directed at children with disabilities or special educational needs.

This policy will be reviewed every year or earlier if necessary.

Date: November 2016

Review: November 2017

Cyber Bullying Policy

Holy Trinity C of E Primary School embraces the advantages of modern technology in terms of the educational benefits it brings, however the school is mindful of the potential for bullying to occur. Central to the School's anti-bullying policy outlined above is the belief that all pupils have a right not to be bullied and that bullying is always unacceptable. The school also recognises that it must take note of bullying perpetrated outside school which spills over into the school.

DEFINITION OF CYBER-BULLYING

Cyber-bullying is an aggressive, intentional act carried out by a group or individual using electronic forms of contact repeatedly over time against a victim who cannot easily defend himself/herself.

By cyber-bullying, we mean bullying by electronic media:

- Bullying by texts or messages or calls on mobile phones, including incidents relating to 'sexting'
- The use of mobile phone cameras to cause distress, fear or humiliation
- Posting threatening, abusive, defamatory or humiliating material on websites, to include blogs, personal websites, social networking sites
- Using e-mail to message others
- Hijacking/cloning e-mail accounts
- Making threatening, abusive, defamatory or humiliating remarks in chat rooms, to include Facebook /You Tube etc.

LEGAL ISSUES

Cyber-bullying is generally criminal in character. The law applies to cyberspace.

- It is unlawful to disseminate defamatory information in any media including internet sites.
- Section 127 of the Communications Act 2003 makes it an offence to send, by public means of a public electronic communications network, a message or other matter that is grossly offensive or one of an indecent, obscene or menacing character.
- The Protection from Harassment Act 1997 makes it an offence to knowingly pursue any course of conduct amounting to harassment.

POLICY

Holy Trinity C of E Primary School educates its pupils both in the proper use of telecommunications and about the serious consequences of cyber-bullying and will, through PSHE, computing, in all areas of the curriculum when appropriate and workshops, continue to inform and educate its pupils in these fast changing areas.

Training is provided to ensure staff are aware of what cyber bullying is and how to respond effectively to reports of cyber-bullying or harassment and has systems in place to respond to it.

Holy Trinity C of E Primary School block access to inappropriate web sites, using firewalls, antivirus protection and filtering systems.

Whilst education and guidance remain at the heart of what we do, Holy Trinity C of E Primary School reserves the right to take action against those who take part in cyber-bullying.

- All bullying is damaging but cyber-bullying and harassment can be invasive of privacy at all times. These acts may also be criminal acts.
- Holy Trinity C of E Primary School supports victims and, when necessary, will work with the Police to detect and those involved in criminal acts.
- All members of the School community are aware they have a duty to bring to the attention of the Headteacher any example of cyber-bullying or harassment that they know about or suspect.

GUIDANCE FOR STAFF

If you suspect or are told about a cyber-bullying incident, follow the protocol outlined below:

Mobile Phones

- Children are not allowed a mobile phones in school. Any child found with a phone should have the phone confiscated and sent to the Headteacher who will arrange collection by a parent/carer.
- If a child tells you they are being bullied on their mobile phone and have not got this in school, staff should inform the Headteacher immediately and the Headteacher will contact the child's parents.
- Go with the pupil and see the Headteacher, or in her absence, a member of the Senior Leadership Team

Computers

All computers in school are filtered and firewall protected so children should not have access to social media such as Facebook.

However, if a cyber-bullying issue arises or is disclosed whilst the child is working on a school computer:

- Ask the pupil to get up on-screen the material in question
- Ask the pupil to save the material
- Print off the offending material straight away
- Make sure you have got all pages in the right order and that there are no omissions
- Accompany the pupil, taking the offending material, to see the Headteacher
- Normal procedures of recording disclosures will then be followed particularly if a child protection/safeguarding issue is presented.

GUIDANCE FOR PUPILS

If you believe you or someone else is the victim of cyber-bullying, you must speak to an adult as soon as possible. This person could be a parent/carer, your teacher / teaching assistant or the Headteacher.

- Do not answer abusive messages but log and report them
- Do not delete anything until it has been shown to your Teacher, Teaching Assistant, parent/carer or the Headteacher (even if it is upsetting, the material is important evidence which may need to be used later as proof of cyber-bullying)
- Do not give out personal details
- Never reply to abusive e-mails
- Never reply to someone you do not know

GUIDANCE FOR PARENTS

It is vital that parents and the school work together to ensure that all pupils are aware of the serious consequences of getting involved in anything that might be seen to be cyber-bullying. Holy Trinity C of E Primary School informs parents of the cyber-bullying policy through its website and the procedures in place to deal with cyber-bullying.

- Parents can help by making sure their child understands the school's policy.
- Parents should also explain to their sons or daughters legal issues relating to cyber-bullying
- If parents believe their child is the victim of cyber-bullying, they should save the offending material (if need be by saving an offensive text on their or their child's mobile phone) and make sure they have all relevant information before deleting anything
- Parents should contact the Headteacher as soon as possible. A meeting can then be arranged with the Headteacher, which may involve other relevant members of staff

Useful websites

Several sites offer helpful advice to parents, particularly with respect to how they can best monitor their child's use of the computer at home. These include:

www.thinkuknow.co.uk

www.kidsmart.org.uk

www.saferinternet.org.uk

www.childnet.com

www.bullying.co.uk

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