

# Merton Junior School

*Be wise, together we succeed*



## Anti-Bullying Policy

Date approved: January 2012

Review date: Spring 2014

Review date: March 2017: *Added CPOMs procedure*

Reviewed June 2017: *Reviewed & updated reporting procedures in light of monitoring.*

Next review date: March 2020

Helen Palmer

Headteacher:

Signed:

Date: June 2017

*Kate Fowkes*

Chair of Governors:

Signed:

Date: June 2017

### Introduction

The DfES (Department for Education and Skills) offers the following definition of bullying.

“Any behaviour which is the illegitimate use of power in order to hurt others is bullying behaviour”.

There are many other definitions of bullying but most have three things in common:

- It is deliberate;
- It is ongoing, repeated over a period of time (this is not the same as conflict between 2 equals or random unprovoked aggressive acts);
- It is unequal – it involves a power imbalance (size, number, higher status or as a result of having limited access to resources).

Bullying can take many forms but three main types are:

- Physical – hitting, kicking, taking belongings
- Verbal – name-calling, insulting, racist remarks
- Indirect – spreading nasty stories about someone, excluding someone from social groups, sneering at someone, sending message through social media...

*‘Behaviour by an individual or group usually repeated over time, that intentionally hurts another individual or group either physically or emotionally’.*

Safe to Learn: embedding anti bullying work in schools (2007).

How does bullying differ from teasing/falling out between friends or other types of aggressive behaviour?

- There is a deliberate intention to hurt or humiliate.
- There is a power imbalance that makes it hard for the victim to defend themselves.
- It is usually persistent.

At Merton Junior School, we would expect pupils to feel safe in school, including an understanding of the issues relating to safety, such as bullying. We also want them to feel confident to seek support from school should they feel unsafe.

## **What Is Bullying?**

Through the school council, the whole school was asked this question. They then created a definition of bullying which we have adopted as our shared understanding of what bullying is:

***Bullying is any deliberate, hurtful, upsetting, frightening or threatening behaviour by an individual or a group towards other people. It is repeated over a period of time and it is very difficult for the victims to defend themselves (remember STOP – it happens Several Times On Purpose). Bullying is mean and results in worry, fear, pain and distress to the victim/s.***

Bullying can include:

- name calling
- taunting
- mocking
- making offensive comments
- physical assault
- taking or damaging belongings
- cyber bullying - inappropriate text messaging and e mailing; sending offensive or degrading images by phone or via the internet
- producing offensive graffiti
- gossiping and spreading hurtful and untruthful rumours
- excluding people from groups.

## **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 are proactive in our approach in that we take every opportunity to promote appropriate behaviour in relationships through our programme of assemblies, personal and social education curriculum and use of strategies such as circle time and of course social skills work.

We aim, as a school, to produce a safe and secure environment where all can learn without anxiety. Our behaviour policy was written as a whole school staff in consultation with pupils and parents. It places a strong emphasis on rewarding and praising good behaviour, whilst making abundantly clear the sanctions that children will face if they choose to behave inappropriately.

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 Pupils**

Pupils will consider bullying as part of the Personal and Social Education (PSE) programme of work, including a specific 'Say No to Bullying' unit. Pupils have a responsibility to report to a member of staff any concerns they have about something which upsets them / bullying by speaking or using a 'I need Help' form. Forms can be put in the 'boxes' in each classroom or handed in in any way These forms are then picked up and investigated by a member of staff – Classteacher/LSA/ELSA.

The Learning Council created a guide for children to support them in what actions to take if they are being bullied and what the role of the 'bystander' is. (See Attachment)

## **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.

Parents have a responsibility to support the school's Anti-bullying Policy and to actively encourage their child to be a positive member of the school.

## **The Role of Staff**

Staff at Merton Junior School take all forms of bullying seriously, and intervene to prevent incidents from taking place. Other staff should refer any concerns they have to the appropriate class teacher.

All reporting of Bullying type behaviour or if any form of the word 'bullying' is used either by parents or children MUST be recorded on a 'Bullying Referral' form **and** noted in CPOMs system to be followed up by the person recording, noting the outcome.

If staff/teachers witness an act of bullying, they do all they can to support the child who is being bullied. If a child is being bullied over a period of time, then, after consultation with the Headteacher, the teacher informs the child's parents.

If we become aware of any bullying taking place between members of a class, we deal with the issue immediately. This may involve counselling and support for the victim of the bullying, and punishment for the child who has carried out the bullying following the school's behaviour policy. We spend time talking to the child who has bullied; we explain why the action of the child was wrong, and we endeavour to help the child change their behaviour in future. If a child is repeatedly involved in bullying other children, the Headteacher would be informed. We then invite the child's parents into the school to discuss the situation. In more extreme cases, for example, where these initial discussions have proven ineffective, the Headteacher may contact external support agencies. Also in extreme cases the Headteacher will not hesitate to action exclusion for Bullying.

Teachers attempt to support all children in their class and to establish 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.

## **The Role of the Headteacher**

It is the responsibility of the Headteacher 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 deal with incidents of bullying.

The Headteacher ensures that all children know that bullying is wrong, and that it is unacceptable behaviour in this school. The Headteacher draws attention of children to this fact at suitable moments. For example, if an incident occurs, the Headteacher may decide to use assembly as a forum in which to discuss with other children why this behaviour was wrong, and why a pupil is being punished. Also through curricular opportunities e.g 'Anti-Bullying week'/'Friendship Week'

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

The school keeps a log of any incidents that are considered to be bullying type behaviour. These will be monitored over time, to ensure that the same children are not reappearing frequently. These are recorded on CPOMs which is an electronic system whereby all incidents and concerns are logged.

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 Governors**

The Governing Body supports the Headteacher in all attempts to eliminate bullying from our school. This policy statement makes it very clear that the governing body does not allow bullying to take place in our school, and that any incidents of bullying that do occur are taken very seriously and dealt with appropriately.

The governing body monitors the incidents of bullying that occur, and reviews the effectiveness of the school policy regularly. The governors require the Headteacher to keep records of all incidents of bullying and to report to the governors on request about the effectiveness of school anti-bullying strategies.

### **Monitoring and Review**

The Headteacher and Governors will regularly monitor this policy in order to ensure that it is fully implemented.

## **Say No to Bullying – Guide for pupils by pupils**

### **What can you do if you are being bullied?**

Wherever you are in school, you have the right to feel safe. Nobody has the right to make you feel unhappy. If someone is bullying you, it is important to remember that it is not your fault and there are people who can help you. Some ideas:

- Try not to let the bully know that he/she is making you feel upset.
- Try to ignore them.
- Be assertive - stand up to them, look at them directly in the eye, tell them to stop and mean it.
- Stay in a group, bullies usually pick on individuals.
- Get away as quickly as you can.
- Tell someone you can trust – it can be a teacher, a teaching assistant, a midday supervisor, a parent, a friend, a brother, a sister or a relative.
- If you are scared, ask a friend to go with you when you tell someone.
- If you don't feel you can talk to someone about it, write it down and post it in the 'Action Station'.
- When you tell an adult about the bullying give them as many facts as you can (What? Who? Where? When? Why? How?).
- Keep a diary of what's been happening and refer to it when you tell someone.
- Keep on speaking out until someone listens and helps you.
- Never be afraid to do something about it and quick.
- Don't suffer in silence.
- Don't blame yourself for what is happening.
- Contact Childline: 0800 1111 or [www.childline.org.uk](http://www.childline.org.uk)

### **What can you do if you see someone else being bullied? (The bystander)**

Ignoring bullying is cowardly and unfair to the victim. Staying silent means the bully has won and gives them more power. There are ways you can help without putting yourself in danger. Some ideas are listed below:

- Don't smile or laugh at the situation.
- Don't rush over and take the bully on yourself.
- Don't be made to join in.
- If safe to do so, encourage the bully to stop bullying.
- If you can, let the bully know you do not like his or her behaviour.
- Shout for help.
- Let the victim(s) know that you are going to get help.
- Tell a member of staff as soon as you can.
- Try and befriend the person being bullied.
- Encourage the person to talk to someone and get help .
- Ask someone you trust about what to do.
- If you don't feel you can talk to someone about it, write it down and post it in the 'Action Station/class worry box'.
- Call Childline: 0800 1111 or [www.childline.org.uk](http://www.childline.org.uk) for advice.

### How are you feeling?



Excellent!

Why don't you go and tell someone about it?

**STOP HERE**



Oh dear!

Let's talk about it.

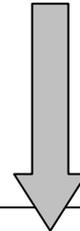
### Was anyone else involved?

**NO**

You could find someone to cheer you up or find somewhere to be alone.

**STOP HERE**

**YES**



### Did they say sorry and mean it?

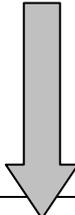
**YES**



Accept their apology and forgive them. But that does not make what they did ok.

**STOP HERE**

**NO**



### Did you do something to them?

**NO**

Say to them ...

**“ If you didn't mean to hurt or upset me you need to say sorry”**

**YES**

Say sorry to each other and start again.



**STOP HERE**

### Is this the first time it has happened?

**YES**

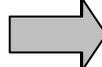
Say to them ...

**“Why did you do that? It made me feel ...”**

Playground Buddy or you record what happened & share with an adult who will note it on CPOMs

**NO**

You or the Playground Buddy need to talk to an adult about what happened.



### Has an adult spoken to this person before about upsetting you or other children?

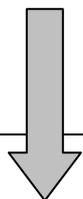
**NO**

The adult speaks to the child and decides what consequence is appropriate.

**STOP HERE**

**YES**

The adult speaks to the child who is hurting or upsetting others & reports it to class teacher.



### What happens now ?

The adult notes a **Bullying Concern** on CPOMs and informs the Class teachers of both children. The class teacher will contact the child's parents. If this is a repeated **Bullying Concern** Miss Palmer will be informed. Miss Palmer does not tolerate bullying of any kind in school.



