



Positive Behaviour Procedures

The aim of this policy is to ensure that pupils learn in a supportive, caring and safe environment without fear of being bullied. This policy is designed to ensure that as a school we are alert to signs of bullying and act promptly and firmly against it.

Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated. Bullying is deliberately hurtful behaviour, repeated over a continued period of time, where it is difficult for victims to defend themselves.

Forms of bullying may include:

- Physical - pushing, kicking, hitting, punching or any use of violence as well as taking belongings
- Emotional - being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Verbal – name calling, sarcasm, spreading rumours, teasing and insulting
- Racial – racial taunts, graffiti, gestures
- Sexual - unwanted physical contact or sexually abusive comments
- Homophobic - focusing on the issue of sexuality
- Indirect – spreading nasty stories about someone, excluding someone from social groups
- Cyber – harm inflicted through the medium of electronic text (e.g. email, chat rooms, social networking sites, mobile phones)

Within the curriculum the school will raise the awareness of the nature of bullying through inclusion in PSHE, outside agencies (KS2), assemblies and subject areas, as appropriate, in an attempt to eradicate such behaviour.

Aims of the policy

- To promote a secure and happy environment free from threat, harassment and any type of bullying behaviour.
- To take positive action to prevent bullying from occurring.

To show commitment to overcoming bullying by practising zero tolerance.

To inform pupils and parents of the school's expectations and to foster a productive partnership, which helps maintain a bully-free environment.

To make staff aware of their role in fostering the knowledge and attitudes which will be required to achieve the above aims.

Whole School and Individual Staff Responsibilities

- Never ignore suspected bullying.
- Do not make premature assumptions.

- Listen carefully to all accounts and investigate as fully as possible.
- Adopt a problem-solving approach which moves pupils on from justifying themselves.
- Complete the school pro-forma for recording bullying incidents and always report to the Headteacher.
- Follow-up repeatedly, checking bullying has not resumed.
- Use of a range of teaching and learning styles and strategies which challenge bullying.
- Use interventions which are least intrusive and most effective.

Procedures and Recording

Recording incidents is vital as it allows school staff to identify patterns of behaviour, as often what is perceived initially to be a trivial incident, may be part of a number of incidents which are serious for the individual child. All reported incidents will be investigated immediately by the member of staff who has been approached. (It is also important to note that staff should listen to, and evaluate carefully, remarks made by children at playtimes, during class sessions and in individual conversations, not just act on reported incidents). The following steps are to be taken when dealing with any incident:

- 1) Listen to the child reporting the incident and make sure that they feel that their concerns are being taken seriously and properly.
- 2) Record consistent and on-going bullying incidents on the Incident Log which is kept on CPOMS safeguarding system. (When did it happen? Who was involved? Where did it happen? What happened? What action was taken? How was it followed up?)
- 3) Check through CPOMS to establish if there are any previous incidents involving the same children.
- 4) If you feel that this is one of a number of incidents, or particularly severe, refer immediately to a member of the SLT. (If the incident is 'minor' and does not merit a referral, make sure you deal with the incident effectively and in line with the positive behaviour policy). Once a referral to the SLT has been made, a thorough investigation of the incident involving all parties will be undertaken and recorded in writing in the appropriate section of CPOMS. The Principal should always be made aware of any incidents which have been dealt with by the SLT. After the investigation has taken place, a decision should be made as to whether a case of persistent bullying is taking place. If this is the case, the parents of the perpetrator will be invited to discuss the situation with the Principal, as appropriate. Parents and pupils must understand that serious and persistent bullying will be met with strict sanctions (see Behaviour Procedures), ultimately leading to exclusion if necessary.
- 5) Parents of the bullied child must be kept informed of the whole process and it is vital that they feel satisfied with the way the incident has been dealt with. Parents of the child or children doing the bullying must also be informed of what sanctions will be implemented.

NB - If an allegation of bullying is made by a parent, it is essential that this concern is taken seriously and not dismissed without further enquiries being made. Full written details should be taken and referred to the Executive Headteacher or Head of School and action can then be taken.

Support

Pupils who have been bullied will be supported by:

- Being offered an immediate opportunity to discuss the experience with a member of staff
- Being reassured
- Offering continuous support
- Restoring self-esteem and confidence

Pupils who have bullied will be helped by:

- Discussing what happened
- Discovering why the victim became involved
- Establishing the wrong doing and need to change
- Informing parents or guardians to help change the attitude of the pupil.

Adult Bullying

On occasions, adults behave inappropriately towards each other. If any parent feels that they are being treated inappropriately within our school community, they must report this to the Principal immediately. If children are experiencing problems with other children, parents must not try to take matters into their own hands. Parents confronting other parents in the playground is not acceptable and could be viewed as adult bullying. The school should be informed immediately of any concerns so that they can intervene and resolve the problem to ensure our school community remains a happy, safe and enjoyable place where everyone wants to be.

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