



CHURCH COWLEY ST. JAMES C of E PRIMARY SCHOOL

Bartholomew Road, Cowley, Oxford, OX4 3QH

Website: www.churchcowleystjames.org

Telephone: 01865 778484

Fax: 01865 774915

E-mail: office.3210@church-cowley-st-james.oxon.sch.uk

Head Teacher: Steve Dew

Anti-Bullying Policy

Church Cowley St James C of E Primary School adopted the attached policy at the Full Governing Body Meeting of 23rd April 2019.

The Anti-Bullying Policy was produced by Church Cowley St James C of E Primary School and was last updated in March 2019. The Governing Body will review this policy every two years.

Reviewed: March 2019

Approved: 23rd April 2019

Signed:  Chair of Governors

Next Review: April 2021



Anti-Bullying Policy

Purpose

The purpose of this policy is to ensure:

- That there are few, if any, incidents of bullying at Church Cowley St James Church of England Primary School
- That pupils have a good understanding of the meaning of bullying, how to recognise it and how to react to it
- That any incidents of bullying are dealt with effectively and that children, parents and carers have confidence in the school's ability to deal with any incidents
- That children feel safe

Definitions

In order to recognise, prevent and successfully tackle bullying it is important that we are clear in our understanding of different terms.

Hurtful behaviour means any behaviour that could harm somebody, either physically or emotionally. This can include physically hurtful behaviour like kicking, hitting, pushing, or it could mean upsetting behaviour like name calling, unpleasant looks, ignoring, talking about someone, etc. Hurtful behaviour may often be deliberate, but it could also be unintentional or unthinking.

Bullying means any hurtful behaviour that includes these important characteristics:

- It is deliberate
- It is targeted at an individual
- It happens repeatedly over a period of time
- There is usually a power difference – the person doing the bullying is stronger, or older, or in a group, or more popular, etc.

Cyber-bullying means bullying behaviours that are conducted via ICT devices, including texting, messages on social networks, or telephone calls.

We consider both hurtful behaviour and bullying behaviour to be very serious. Both can seriously impact on a child's well-being and his or her achievement at school. Bullying can have long term negative impacts on a child's well-being.

All parents and carers worry about bullying, but not all adults and children are clear about what bullying is. For this reason we will be careful and precise in our use of language. We will actively use the term 'hurtful behaviour' when describing the behaviours defined above. We will also actively teach children, through class circle time, PSHCE lessons and assemblies the important characteristics of bullying – how to recognise it and what to do if they experience it or witness it. We will also consistently promote a school culture that is open and welcoming, that celebrates differences, that encourages children to grow up as people who are respectful of differences such as in belief, gender, sexuality, and who value diversity. We will be a school that promotes good behaviour by recognising it and celebrating it.

Responding to children's concerns

All children must know that all adults at Church Cowley St James C of E Primary School will take their concerns seriously. Bullying can only happen when there is silence, or a reluctance to intervene or take something seriously. For this reason children must never be given the message – either intentionally or accidentally – that their concerns are insignificant or a waste of time. Very often a child's concerns are about minor, one-off incidents that can be resolved quickly - these incidents are important teaching opportunities though, where children can learn:

- That adults take their concerns seriously
- That upsetting things happen but they can be resolved
- That there are ways to deal with upset calmly that makes it easier to move on

Adults must:

- Listen carefully to children's concerns
- Acknowledge children's feelings ('I can see you are upset', 'That sounds hurtful')

Adults must not:

- Tell children not to tell tales
- Say things like 'Just stay away from him then'
- Unintentionally communicate to children that they are too busy or are irritated by the concern

How staff must react to hurtful behaviour

- Wherever possible and appropriate adults should try to bring children together quickly, hear both sides of a concern, and model finding an appropriate resolution to the problem.
- Where ever possible staff should specifically use the phrase 'hurtful' behaviour when talking to children during or after an incident for example by saying to a child 'Pushing in the line could hurt the person in front of you'.
- Where it is not possible to deal with a situation immediately, staff must tell children clearly how and when things will be followed up ('I have to go to assembly now but I'll speak to you at break-time', 'I'm just dealing with this now but can you go over to Miss ... and tell her what you just told me?') then ensure that this follow through is carried out.
- All staff, volunteers and adults must follow the school behaviour policy in dealing with hurtful behaviour, and follow the school behaviour policy in applying any consequences.
- Staff must also ask themselves could this incident be part of a wider pattern of bullying? Is this a particularly vulnerable child? Any concerns must be passed on to the relevant responsible staff member, according to the escalation line: Class teachers, Phase leaders, Assistant head teachers, Head teacher

How staff must react to allegations of bullying from children or parents

- Staff must listen carefully to the concerns, and acknowledge feelings.
- Record the details of the concern on the school's CPOMs system or a school behaviour record form, and pass to a member of the senior leadership team.
- Explain to the child (or adult) that it will be necessary to talk to senior staff about the problem, and then offer reassurance that it can be sorted out.
- Within 24 hours inform the head teacher or an assistant head teacher of the allegation

How the school will handle reports of bullying between children (including cyber-bullying)

- Allegations will be reported swiftly to the head teacher or an assistant head teacher.
- Allegations will be taken seriously and will be investigated by staff promptly and fully, under the direction of the head teacher or an assistant head teacher.
- Where incidents of bullying are confirmed Parents and Carers will be kept informed.
- Where bullying is not confirmed, behavioural concerns will continue to be dealt with in line with school policy.
- The school will offer reassurance and support to the child who has been bullied, and will avoid any approach that could unhelpfully label the child as a 'victim'.
- The school will work with the perpetrator to change their attitude and behaviour, as well as imposing appropriate sanctions.
- The school will make use of the range of sanctions available to it, which may include removal from playground or classroom and could include the use of exclusion.
- The school will also consider the motivation behind bullying behaviours, and whether it raises any concerns about the safety and welfare of the perpetrator – and will bear this in mind when considering appropriate sanctions and support.

How the school will protect children from cyber-bullying

Staff will teach children:

- To recognise cyber-bullying in its various forms [e-mail, instant messaging, chat rooms, social network sites, mobile phone videos or texts, gaming web-sites, sent viruses, sharing of personal information without permission].
- To never reply to hurtful messages or material
- To preserve evidence of cyber-bullying, for example by not deleting messages
- To tell an adult that they trust, and if possible to block the sender
- About different ways to anonymously report concerns, for example through Childline

- About using technology in positive and beneficial ways, for example through our use of the school learning platform

The school will also inform children and parents about strategies to report harmful or offensive messages and material on line, and will encourage parents to keep up to date with recommended sources of helpful information (e.g. thinkuknow.co.uk)

Special Educational Needs and Disability (SEND)

Church Cowley St James C of E Primary School staff will, in seeking to protect children from bullying, be aware of the particular potential needs of children with recognised SEND, including:

- The vulnerability of some children to being isolated or victimised because of an SEN or disability
- The difficulty some children may have in describing or explaining hurtful behaviour they have been subjected to, because of their SEN or disability
- The difficulty some children may have in explaining their own behaviour, because of their SEN or disability
- The risk of children with behavioural difficulties being wrongly identified as 'bullies'
- Where appropriate the school will seek specialist advice, for example from the Educational Psychology or Behaviour Support services.

Recording and Monitoring

- School staff will record behavioural concerns using the school's CPOMs electronic recording system and/or an Incident recording form, in line with current Behaviour and Relationships Policy and practice.
- Behaviour records will be held on the school's database and/or in pupil files.
- Where an incident has been recognised as bullying this will be flagged, and details held in the relevant pupil records.
- The head teacher will monitor the frequency and character of any bullying incidents, and report to the governing body.

Success criteria

The effectiveness of this policy will be judged against the extent to which:

- Incidents of bullying at Church Cowley St James C of E Primary School are low
- Levels of pupil awareness and understanding of bullying are good
- Pupil and parent confidence in the school's ability to react to bullying is high
- Children feel safe at Church Cowley St James C of E Primary School