

## ST STEPHEN'S JUNIOR SCHOOL ANTI BULLYING POLICY

At St Stephen's Junior School we believe that all pupils have the right to be safe and happy both in the classroom and in the playground. This policy outlines what we will do as a school to prevent and tackle bullying of any form.

This policy takes into account all up to date DfE legislation associated with preventing bullying including the document 'Preventing and tackling bullying' released in July 2017.

### What is bullying?

At St Stephens Junior School we accept the definition of bullying contained in the 2017 Preventing and tackling bullying guidance from the DfE. This defines bullying as:

' Behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.'

Bullying can take many forms but falls into 3 main categories:

- **Physical** – hitting, kicking, taking belongings
- **Verbal** – name calling, insulting, making offensive remarks – including those about race, sex and special educational needs
- **Indirect** – spreading nasty stories about someone, exclusion from social groups, being made the subject of malicious rumours. Rumours may be spread by text or e-mail in the case of cyber bullying (this is covered in a separate section later in the policy)

However, as a school we recognise that the above behaviour does not always constitute bullying and can be provoked.

Bullying can happen to anyone but some pupils are more likely to be bullied than others. This policy covers all types of bullying including:

- Bullying related to race, religion or culture.
- Bullying related to special educational needs or disabilities
- Bullying related to appearance or health conditions.
- Bullying related to sexual orientation.
- Bullying of young carers or looked after children or otherwise related to home circumstances.
- Sexist or sexual bullying.

### Dealing with incidents of bullying

All staff, including teachers, teaching assistants and lunchtime supervisors are to follow the following school procedures when dealing with an incident of bullying:

- When it is reported that a child is being bullied (either by themselves or someone else) then action will be taken **promptly** and firmly. The allegation will be thoroughly investigated by the member of staff to whom it has been reported, or where judged necessary, by a member of the SMT. **No reported incidents of bullying will be ignored.**
- Both victim and alleged bully will be interviewed separately and a written record of the incident completed. This will be completed on specific bullying forms which are located in the office. Incidents of cyber bullying will be recorded on red forms, which are also in the office.
- If it is established that bullying has occurred then the perpetrator will be dealt with in line with the school behaviour policy depending on the severity of the incidents. Both sets of

parents may be contacted at this stage if deemed appropriate.

- In most cases once a bullying incident has been reported and the children involved spoken to there will be no further incidents. It is the responsibility of the member of staff who dealt with the incident to ensure that there are no reoccurrences of bullying. If bullying persists then the Headteacher will be informed and he will work with the parents of both bully and victim to ensure that it does not happen again.

### **Incidents of racial bullying**

Racial bullying will be dealt with in the same way as detailed above but the incident must be recorded on a racial incident monitoring form. These forms are located in the office. Once completed, the forms will be filed in the racial incident confidential file and reported to the LEA as part of their annual monitoring.

### **Strategies for preventing bullying**

At St Stephens we believe it is vital that children are taught how hurtful bullying can be and also how to respond if it happens to them or a friend. Strategies used to prevent bullying include:

- PSHE and Circle time sessions
- Assemblies
- Anti-bullying week
- Anti-bullying ambassadors
- SEAL groups
- Friendship buddies
- Social skills groups
- School values system
- Whole school and playground behaviour rules
- Celebrations of differences – diversity week
- E-safety week and Safer Internet Day activities
- Regular parental communications re social media
- Playground leader projects
- Quiet areas
- Clearly displaying Childline and Anti-bullying posters

### **Cyber bullying**

At St Stephens Junior school we recognise the importance of advancements in technology whilst understanding the risks it can also bring. Through our ICT and PSHE lessons we aim to equip children with the knowledge and skills to use the internet and mobile phones safely and responsibly. Through regular correspondence with parents, we aim to ensure they are supporting the school in this aim.

#### **What is cyber bullying?**

Cyber bullying can take many forms but includes sending or posting harmful or upsetting messages or pictures using the internet or mobile phones. Sites such as Facebook, Snapchat and Instagram are becoming increasingly popular with children and can provide new opportunities for cyber bullying.

#### **Prevention of cyber bullying**

Although cyber bullying can often be more difficult to deal with, as it can often happen outside of school hours, we as a school take it as our duty to help prevent its occurrence through:

- blocking all social networking sites across the school site
- working with parents to ensure their children know how to use mobile phones and the internet safely e.g. e-safety information evenings, flyers/letters home and posting information on the school website
- discussion in PSHE and ICT lessons
- Digital Leaders promote being safe on line through video's to children on ClassDojo

### **Incidents of cyber bullying**

In many respects cyber bullying will be dealt with in exactly the same way as detailed for all other bullying incidents. However, cyber bullying also has to be seen differently because it will be taking place outside of school hours and off school grounds. For this reason, close liaison with the parents of both victim and perpetrator will need to take place. Whilst the school can attempt to prevent cyber bullying, it will only be effective if parents are encouraging safe internet or mobile practice at home and monitoring their child's use of technology.

In a case of cyber bullying, any evidence, such as text messages or internet posts, will be printed off and attached to the completed cyber bullying form. The Education Act 2011 states that when an electronic device, such as a mobile phone, has been seized by a member of staff who has been formally authorised by the headteacher, that staff member can examine data or files, and delete these, where there is good reason to do so.

As a school we will specifically monitor the frequency of cyber bullying incidents and should it ever become a real concern then extra emphasis will be given to our prevention strategies.

This policy is intended to be used in conjunction with other school policies, including:

- Child Protection policy
- Behaviour policy
- Racial incidents policy

This policy will be reviewed annually as part of the school monitoring cycle

**S Millsted**  
**November 2020**