

Moorlands Schools Federation



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Anti-Bullying Policy

Status	Ratified	
Agreed with Staff on:	September 2013	
Date adopted by governing body:	December 2014	
Review Date:	Annually	
Created by Andrea Grafton	October 2012	1.0
Updated by Sheila Caffrey	June 2019	

Anti-Bullying Policy

1. Rationale

The Governors, teaching and non-teaching staff of Moorlands Schools Federation believe that everyone involved in the Federation is entitled to work, learn and play in a secure environment. Therefore, we are committed to providing a warm, caring and safe environment for all our children, so that they can learn and play in a relaxed and secure environment. Bullying of any kind is unacceptable and will not be tolerated in our school. We take all incidents of bullying seriously. Bullying hurts. No-one deserves to be a victim of bullying. Everybody has the right to be treated with respect and pupils who are bullying others need to learn different ways of behaving. If bullying does occur, everyone should be able to tell and know that incidents will be dealt with promptly and effectively in accordance with our anti-bullying policy.

2. Definition of Bullying

Bullying is defined as 'the behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally' (DfE April 2012). It is important to understand that bullying is not the odd occasion of falling out with friends, name calling, arguments or when the occasional trick is played on someone. It is bullying if it is done several times on purpose (STOP). Children sometimes fall out or say things because they are upset. When occasional problems of this kind arise it is not classed as bullying. It is an important part of children's development to learn how to deal with friendship breakdowns. Moorlands' PSHE curriculum includes education on how to deal with these situations and develop social skills to repair relationships.

3. Types of bullying

- a) Verbal abuse
- b) Having personal possessions taken/causing damage to personal property.
- c) Being forced into something against their will.
- d) Isolation (including being ignored or left out).
- e) Cyberbullying (including text messages, emails, social networking sites).
- f) Spreading rumours/nasty notes.
- g) Physical abuse.
- h) Being forced to hand over money/possessions

4. Aims and Objectives

Moorlands Schools Federation aims to ensure that both schools are places where no forms of bullying are acceptable. The implementation of this policy will create an ethos where bullying is regarded as unacceptable, so that a safe and secure environment is created for everyone to learn and work in. All members of the school have a responsibility to recognise bullying when it occurs and take appropriate action in accordance with the school policy.

We aim to achieve this by:

- The school will meet the legal requirement for all schools to have an anti-bullying policy in place;
- The school will work closely with other professional agencies to ensure that children stay safe as stated in The Children Act 1989, The SEN and Disability Act 2001, the Equality Act 2010 and The Children Act 2004;
- All governors, staff and pupils will know what bullying is, what the school policy is and will consistently and swiftly follow it when bullying is reported;
- All pupils and parents/guardians will know what the school policy is on bullying and what they can do if bullying occurs;
- Pupils and parents/guardians will be assured that they will be supported when bullying is reported;
- Whole school initiatives (staff training, celebration assemblies etc) and pro-active teaching strategies (PHSE [Personal, Health & Social Education] lessons, circle time etc) will be used to reduce the opportunities for bullying to occur;
- The school will encourage all children to report any incidents of bullying to an adult whether as a victim or an observer **as soon as they happen**.
- Support is given to the victims of any bullying;
- It is recognised that the bully may need support as well as consequences. This will be supported with a Thrive assessment and an Individual Behaviour Plan (IBP) if needed;
- The school will liaise with parents at all stages;
- Written accounts of incidents will be kept and monitored;
- A positive, caring ethos will be created within the school environment where everyone can work, play and express themselves, free from the fear of being bullied.

5. Bullying of children with Special Educational Needs

Moorlands Schools Federation provides a secure, accepting, safe and stimulating environment where everyone is valued for who they are. Some of our pupils have additional needs, which can mean that children can be especially vulnerable to bullying and we are therefore particularly vigilant at all times. Staff will treat this type of bullying as seriously as any other type of bullying.

6. Procedures for reporting and responding to bullying incidents

All staff will respond calmly and consistently to all allegations and incidents of bullying at Moorlands Schools Federation. They will be taken seriously by all staff and dealt with impartially and promptly. All those involved will have the opportunity to be heard. Staff will protect and support all children involved whilst allegations and incidents are investigated and resolved.

The following step-by-step procedure will be used for reporting and responding to bullying allegations or incidents:

1. Report all bullying allegations and incidents to staff;
2. Staff will make sure the victim(s) is and feels safe;
3. Appropriate advice will be given to help the victim(s);
4. Staff will listen and speak to all children involved separately and complete the relevant form (see Appendix A and B);
5. The problem will be identified, and possible solutions suggested;
6. Staff will attempt to adopt a problem-solving approach, which will move children on from them having to justify their behaviour;
7. Appropriate action will be taken quickly to end the bullying behaviour or threats of bullying;
8. Staff will reinforce that bullying is unacceptable;
9. Consequences may be applied (see next section);
10. If possible, the pupils will be reconciled;
11. An attempt will be made, and support given, to help the perpetrator(s) understand and change his/her/their behaviour;
12. Parents will be informed and will be invited to come into school for a meeting to discuss the problem;
13. After the incident has been investigated, each case will be monitored to ensure repeated bullying does not take place.

The following consequences may be used:

1. Apologise to the victim(s) verbally or in writing;
2. Take part in a restorative justice conversation or group work;
3. Spend playtimes and lunchtimes with an adult;
4. Parents be invited into school;
5. Go on a self-improvement report;
6. Be removed from class and work in isolation;
7. Fixed-term external exclusion;
8. Permanent exclusion.

9. Strategies for the prevention and reduction of bullying

Whole school initiatives and proactive teaching strategies will be used throughout the school to develop a positive learning environment with the aim of reducing the opportunities for bullying to occur.

These can include:

- Each class agreeing on their own set of class rules;
- Making national anti-bullying week a high-profile event each year;
- Awareness raising through regular anti-bullying assemblies;
- PHSE (Personal, Health & Social Education) scheme of work from Reception to Year 6 used to support this policy;
- Circle time on friendship, discrimination, resolving differences and bullying issues;
- Setting up of a circle of friends support network where a small group of children volunteer to help and support an individual experiencing difficulty;
- Children being read stories about bullying;
- Using drama activities to help children be assertive and teach them strategies to deal with bullying situations;
- Introduction of a confidential 'Worry' box where children can share their concerns and ideas;
- Reviewing playtimes regularly and implementing playground improvements and initiatives when needed;
- Using praise and rewards to reinforce expected behaviour;
- Encouraging the whole school community to model appropriate behaviour towards one another;
- Organising regular anti-bullying training for all staff.

10. Review

This Policy will be reviewed annually.

Appendix A



Moorlands Schools Federation STAFF USE ONLY - Incident Log

Name of Child/ren								
Class:		Date of incident:		Time reported:				
Where:		When? Lesson play lunch/dining room unstructured times (e.g. moving around site)						
Nature of the incident:	Safeguarding (detail below)	Aggressive Behaviour: Physical	Aggressive Behaviour: Verbal	Leaving classroom/ work area	Avoiding/ destroying work	Other:		
What happened <u>first</u> for the incident to occur:								
Further details if appropriate:								
Witnesses (including adults/children and classes)								
Name of person completing this form			Role:					
Bullet Summary of Class Teacher Action (Include when/how parents are informed and incident details of follow up to child reporting incident)	Spoken to child	Collected statements (if appropriate)	Informed SLT	Informed parents (if appropriate)		Followed the Behaviour Policy /IBP (if appropriate)		
	Further details if appropriate:							
Name of Senior staff informed			Date:		Time:			
SLT action taken:	Spoken to staff involved	Spoken to child(ren)	Spoken to parents (if appropriate)	Further sanction: yes/no Reasons:				
Completed by SLT ONLY								
Further details if appropriate:				Missed lunch	Work with SLT	Individual Support Needed	Internal Exclusion	External Exclusion
What does this incident involve:	Safeguarding/CP/Bullying/Discrimination/Radicalisation/Physical/Restraint							
Name: & Role Signed:			Date		Time:			

Please complete ALL the relevant sections where appropriate and hand in to SLT member to action.

Appendix B



Moorlands Schools Federation STAFF USE ONLY – Discrimination Incident Log

Type of discrimination: Racist Homophobic Sexist Other			
Name of perpetrator			Class/Year
Name of victim			Class/Year
When the incident occurred (date and time): Lesson play lunch/dining room unstructured times			
Nature of incident	Aggressive Behaviour: Physical	Aggressive Behaviour: Verbal	Other:
Further details if appropriate			
First incident for perpetrator(s)	First incident for victim(s)	Repeat incident for perpetrator(s)	Repeat incident for victim(s)
Action Taken			Date and signature
Incident reported to SLT			
Incident reported to Headteacher			
School policy on behaviour explained to perpetrator(s)			
School policy on equality explained to perpetrator(s)			
Parents / guardians of perpetrator(s) informed			
Meeting held with parents/guardians of perpetrator(s)			
Other external agencies involved (specify)			
Other action taken (please write in)			
Support / counselling provided to victim(s)			
Parents / guardians of victim(s) informed			
Meeting held with parents / guardians of victim(s)			
Other action taken (please write in)			
Whole-class circle time led by teacher			
1-1 or group PSHE session led by teacher			
Parents/guardians of victim(s) informed of follow-up action			