

# Hartford Manor Primary School & Nursery



## Anti-Bullying Policy

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<b>Review Cycle: Annual</b>
<b>Reviewed By: Simon Kidwell</b>
<b>Approved By: Leadership Management &amp; Finance Committee</b>
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# Hartford Manor Community Primary School

## Anti-Bullying Policy

### **Introduction**

At Hartford Manor we recognise that bullying can occur. When it does it can be harmful both physically and emotionally for the victim. It can also be a sign that the child carrying out the bullying has underlying issues that need to be addressed. The purpose of this policy is to enable adults in the school to recognise bullying when it takes place and to deal with it effectively.

### **What is bullying?**

Bullying is deliberate hurtful behaviour. It is usually repeated, often over a period of time and when it is difficult for those being bullied to defend themselves. We believe that there are a number of types of bullying:

**Emotional:** excluding from a group, tormenting, ridiculing, humiliating

**Physical:** hitting, punching, pinching, kicking or taking someone's belongings

**Verbal:** name-calling, insulting, indirect bullying through spreading stories about someone, threats, making fun of someone

**Racist:** racial taunts, gestures, making fun of someone's culture or religion

**Sexual:** unwanted physical contact, sexually abusive or sexist comments

**Cyber:** setting up hate websites, offensive e-mails and texts

### **Bullying is not:**

It is important to understand that bullying is not an occasional falling out with friends, name calling, arguments or the occasional joke played on someone. Children do 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 a child's development to learn how to deal with the breakdown of friendships, the odd name calling or childish pranks. We all have to learn how to deal with these situations and develop social skills to repair relationships.

**It is bullying** if it is done repeatedly and on purpose.

Whenever the opportunity arises it must be made profoundly clear that we will **not** tolerate bullying at Hartford Manor. We are committed to providing a caring, friendly and safe environment for all our pupils so that they can grow and learn in a relaxed and safe environment.

Teaching staff attend training which enables them to become equipped to deal with incidents of behaviour management. By praising, rewarding and celebrating the success of all children we aim to prevent incidents of bullying.

Non-teaching staff are made aware of the anti-bullying policy and should inform a child's class teacher if they witness any incident which they deem to be bullying.

### **Why do we tackle bullying?**

We tackle bullying as an issue because we are an effective, caring school and we believe that:

- Bullying makes people unhappy and leads to low self-esteem.
- Pupils who are being bullied are unlikely to concentrate fully on their schoolwork.
- Some pupils avoid being bullied by not attending school.
- Pupils who observe unchallenged bullying behaviour may copy this anti-social behaviour.
- We wish to build the self-esteem of all pupils, especially bullies and victims.

### **Role of Parents/Carers**

Parents have an important part to play in our anti-bullying policy. We ask parents to look out for unusual behaviour in their child, for example not wanting to attend school, feeling ill regularly, or not completing work to their usual standard.

Parents should take an active role in their child's education. If they feel their child may be a victim of bullying behaviour they should inform the school. Their complaint will be taken seriously and appropriate action will follow.

It is important that parents do not advise their child to fight back or to repeat the bullies' behaviour. This will only make the situation worse.

We ask parents to reinforce the school policy on bullying and ensure that their child is not afraid to ask for help.

### **Procedures for reporting and responding to bullying incidents**

Allegations and incidents of bullying at Hartford Manor 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 support all children involved whilst the allegations and incidents are investigated and resolved.

The following procedures are to be followed:

- Incidents of bullying need to be reported to the class teacher and then the Head teacher.
- The class teacher will speak to all the children involved about the incident separately or if appropriate as a group. This will be reported to the Head teacher.
- The problem will be identified and possible solutions suggested.
- Staff will attempt to adopt a problem solving approach.
- Appropriate action will be taken to end the bullying behaviour or threats of bullying.
- If possible the pupils will be reconciled.
- An attempt will be made and support given to help the bully (bullies) understand and change his/her behaviour.
- If the bullying continues or in more serious cases of bullying parents will be informed and invited into school for a meeting to discuss the problem.
- Mediation meetings with both parents and pupils present may be used to resolve the issues.
- In serious cases the incident will be recorded and kept on file.

- In repeated or serious cases the Head teacher may follow the following sanctions: lunch time exclusion, contact external support agencies, internal exclusion and fixed term exclusion.
- **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 include:
  - Regular PSHE teaching following the agreed scheme of work.
  - Taking part in national Anti- Bullying week.
  - Internet Safety Awareness for parents and pupils
  - Awareness through anti- bullying assemblies.
  - Circle time.
  - Drama/ role play activities.
  - Implementation of playground peer mentors.
  - Playground buddies for children who are experiencing difficulties settling into school.
  - Following the whole school behaviour policy which includes using praise and reward to reinforce good behaviour.
  - Encouraging the whole school community to model appropriate behaviour towards one another.

#### **Monitoring and review of policy**

This policy is monitored on a day-to-day basis by the Head teacher, who reports to governors about the effectiveness of the policy on request.

This anti-bullying policy is the governors' responsibility and they review its effectiveness annually. They do this by discussion with the Head teacher.

Reviewed July 2016.