



## Lymington Junior School Anti-Bullying Policy

### Statement of Intent

Bullying of any kind is unacceptable and will not be tolerated in our school. We are committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere where everyone is treated with respect.

We acknowledge that bullying does happen from time to time - indeed, it would be unrealistic to claim that it does not. When 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.

We are a **TELLING** school. This means that *anyone* who knows that bullying is happening is expected to tell the staff.

At Lymington Junior School we will positively discourage any form of bullying and take rapid and positive action in relation to all reported instances of bullying.

### Aims

The aim of this policy is to try and prevent and deal with any behaviour deemed as bullying. 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.

### Objectives

- All governors, staff, pupils and parents should have an understanding of what bullying is.
- To provide guidelines as to the approaches that should be taken to incidents of bullying.
- To identify areas of school policy and practice that can be improved to facilitate 'safer and more constructive' play.
- To provide educational materials to support the teaching of anti-bullying attitudes.
- To positively reinforce behaviour that follows 'The LJWay'.
- To ensure that any incidents of bullying are acknowledged and challenged.
- To ensure parents are informed and involved at the earliest stages once an incident involving bullying has been reported.
- To respond quickly to children, both the bullied and the bully.

### What is Bullying?

Bullying is any deliberate, hurtful, upsetting, frightening or threatening behaviour by an individual or a group towards other people. **It is repeated over a period of time on purpose.** Bullying is unkind and results in worry, fear, pain and distress to the victim/s (Appendix 1 - Signs of Bullying).

Bullying can be:

- Emotional      being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Physical        pushing, kicking, hitting, punching or any use of violence
- Racist            racial taunts, graffiti, gestures
- Sexual            unwanted physical contact or sexually abusive comments
- Homophobic    because of, or focusing on the issue of sexuality
- Verbal            name-calling, sarcasm, spreading rumours, teasing
- Cyber            All areas of internet, such as email & internet chat room misuse  
Mobile threats by text messaging & calls  
Misuse of associated technology, i.e. camera & video facilities

### **Bullying is Not:**

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 or joke is played on someone. It is bullying if it is done several times on purpose.

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, the odd name calling or childish prank. We all have to learn how to deal with these situations and develop social skills to repair relationships.

### **Why is it Important to Respond to Bullying?**

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Pupils who are bullying need to learn different ways of behaving. We as a School have a responsibility to respond promptly and effectively to issues of bullying.

### **Where does Bullying Happen?**

It can happen anywhere - in the classroom, in the corridor, in the toilets, in the dining hall, in the playground. Bullying may also happen on the way to and from school. In such cases, the Headteacher is empowered by law to deal with such incidents but must do so in accordance with the school's policy.

At Lymington Junior School, we are concerned with our children's conduct and welfare outside as well as inside school and we will do what we can to address any bullying issues that occur off the school premises. The following steps may be taken:

- Talk to any pupils involved in bullying off the premises
- Talk to the local Community Police Officer about problems on the streets
- Talk to the Headteachers of other schools whose children may be involved in bullying off the premises
- Map out safe routes to school for children, linking them to the School Travel Plan
- Discuss coping strategies with parents
- Talk to the children about how to handle or avoid bullying outside the school Premises

### **Procedures for Reporting and Responding to Bullying Incidents**

All staff will respond calmly and consistently to all allegations and incidents of bullying. They will be taken seriously 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) (Appendix 2).
4. Staff will listen and speak to all children involved about the incident separately.
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 to the bully that their behaviour is unacceptable.
9. The bully (bullies) may be asked to genuinely apologise. Staff will use professional judgement to decide if, when and how to do this in consultation with the victim and parents as appropriate. Other consequences may take place and appropriate sanctions applied (see next section).
10. If possible, the pupils will be reconciled.
11. An attempt will be made, and support given, to help the bully (bullies) understand and change his/her/their behaviour.
12. In cases of serious bullying, the incidents will be recorded by staff on the standard Incident Report Sheet. All reports will be kept in a file in the school office (Appendix 3).
13. In serious or persistent cases parents will be informed and will be invited to come into school for a meeting to discuss the problem. (Appendix 4)
14. After the incident has been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.
15. Bullying incidents will be discussed regularly at staff meetings.
16. Governor will be informed termly of any serious bullying incidents.
17. If necessary and appropriate, the Child Protection Officer in school, Social Services or police will be consulted.

**Note:**

- Under no circumstances should assumptions be made or 'hearsay' be used to assist in making decisions.
- All children should be treated and questioned in the same manner.

**The Following Sanctions May be Used:**

- Apologise to the victim(s) verbally or in writing
- Lose Golden Time
- Lose privileges/playtimes
- Spend playtimes and lunchtimes with an adult
- Parents will be invited in to school
- Go on a self-improvement report
- Be removed from class and work in isolation
- Report to the Headteacher or Deputy Headteacher
- Be withdrawn from participation in school visit, clubs and events not essential to the curriculum.
- Fixed term exclusion
- Permanent 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:

- Use of SEAL units on bullying
- Involving the whole school community in writing and reviewing the policy
- Undertaking regular questionnaires and surveys to monitor the extent of bullying in the school and the effectiveness of the anti-bullying policy
- Producing a 'child speak' version of the policy for the children
- Each class agreeing on their own set of class rules
- Awareness raising through regular anti-bullying assemblies
- PHSE (Personal, Health & Social Education) scheme of work used to support this policy
- Circle time on bullying issues
- Children writing stories and poems and drawing pictures about bullying
- Children being read stories about bullying
- Using drama activities and role-plays to help children be more assertive and teach them strategies to help them deal with bullying situations
- Prominently displaying anti-bullying posters produced by the children around the school
- Introducing playground improvements and initiatives
- Training Y6 pupils to be Playground Leaders
- Using praise and rewards to reinforce good behaviour

## **Equality & Diversity**

Every member of the school community is entitled to expect equality of protection from bullying as well as protection and support from school policies and procedures designed to ensure that the school remains a safe environment in which to teach and learn.

## **Monitoring and Evaluation of the Policy**

To ensure this policy is effective, it will be regularly monitored and evaluated by staff and Governors. Questionnaires completed by the whole school community and bullying incident forms will be used to gauge the effectiveness of the policy along with staff feedback.

Following an annual review any amendments will be made to the policy and everyone informed.

Policy adopted: September 2018

## Possible Signs of Bullying

## Appendix 1

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- is frightened of walking to or from school
- doesn't want to go on the school / public bus
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in school work
- comes home with clothes torn or books damaged
- has possessions which are damaged or " go missing"
- asks for money or starts stealing money (to pay bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home starving (money / lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous & jumpy when a cyber message is received

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated

#### If you are being bullied

- Tell an adult or somebody you trust what has happened straight away.
- Get away from the situation as quickly as possible.
- Try to stay calm and look as confident as you can.
- Be firm and clear - look them in the eye and, if possible, tell them to stop and tell them how you feel.

#### After you have been bullied

- Tell a teacher or another adult you trust within school.
- Tell your family.
- If you are scared to tell a teacher or adult on your own, ask a friend to go with you.
- Keep on speaking until someone listens and does something to stop the bullying.
- Don't blame yourself for what has happened

#### When you are talking to an adult about bullying be clear about

- What has happened to you.
- How often it has happened.
- Who was involved.
- Who saw what was happening.
- Where it happened.
- What you have done about it already.

#### If you experience bullying by mobile phone text messages or e-mail

- Tell a friend, parent or teacher.
- Save the messages
- Make a note of exactly when a threatening message was sent.
- Be careful who you give your mobile phone number or e-mail address to.

#### For contacts and details of where to seek help outside school: -

Bully Free Zone 01204 454 958 [www.bullyfreezone.co.uk](http://www.bullyfreezone.co.uk)

Childline 0800 1111 (helpline for children)  
[www.childline.org.uk](http://www.childline.org.uk)

Kidscape 020 7730 3300  
[www.kidscape.org.uk](http://www.kidscape.org.uk)

NSPCC 0207 825 2500 [www.nspcc.org.uk](http://www.nspcc.org.uk)

CEOPS: [www.ceop.police.uk](http://www.ceop.police.uk)

Thinkuknow: [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

*This report will be held in strict confidence and will not be made available to any outside persons or agencies.*

Report from \_\_\_\_\_

Date of incident \_\_\_\_\_ Time of incident \_\_\_\_\_

Ethnic origin of victim \_\_\_\_\_ Ethnic origin of perpetrator \_\_\_\_\_

**Indicate type of incident - please tick**

Name calling	<input type="checkbox"/>	Teasing	<input type="checkbox"/>	Physical abuse	<input type="checkbox"/>
Having personal possessions taken	<input type="checkbox"/>	Receiving abusive text messages or e-mails	<input type="checkbox"/>	Being forced to hand over money	<input type="checkbox"/>
Being forced into something against their will	<input type="checkbox"/>	Being ignored or left out	<input type="checkbox"/>	Other (please specify)	<input type="checkbox"/>

If you feel the bullying incident was in any way motivated by any of the following please indicate with a tick.

Appearance	<input type="checkbox"/>	Disability	<input type="checkbox"/>
Gender	<input type="checkbox"/>	Race/ ethnic origin	<input type="checkbox"/>
Religion	<input type="checkbox"/>	Sexuality	<input type="checkbox"/>

Brief description of incident

Action taken

Please tick if the incident led to perpetrator being excluded

Have you had contact with the victim's parent/ guardian? yes/no

Have you had contact with the perpetrator's parent/ guardian? yes/no

Have you reported this incident to any other agencies? yes/no

If 'yes' which agencies? \_\_\_\_\_

Signed \_\_\_\_\_

(Return to Headteacher)

**Guidance for parents**

**Appendix 4**

**If your child has been bullied:**

- Calmly talk with your child about his/ her experiences.

- Make a note of what your child says including who was involved, how often the bullying has occurred, where it happened and what happened.
- Reassure your child that he/ she has done the right thing to tell you about the bullying.
- Explain to your child that should any further incidents occur he/she should report them to a teacher immediately.
- Make an appointment to see your child's teacher.
- Explain to the teacher the problems your child is experiencing.

**When talking with teachers about bullying:**

- Try to stay calm and bear in mind that the teacher may have no idea that your child is being bullied or may have heard conflicting accounts of an incident.
- Be as specific as possible about what your child says has happened, give dates, places and names of other children involved.
- Ask if there is anything you can do to help your child or the school.
- Stay in touch with the school and let them know if things improve as well as if problems continue.

**If you are not satisfied:**

- Check with the school anti-bullying policy to see if procedures are being followed.
- Make an appointment to discuss the matter with the Headteacher
- If this does not help write to the Chair of Governors explaining your concerns and what you would like to see happening.

**If your child is bullying others:**

- Talk with your child and explain that what he/she is doing is unacceptable and makes other children unhappy.
- Discourage other members of your family from bullying behaviour or from using aggression or force to get what they want.
- Show your child how he/ she can join in with other children without bullying.
- Make an appointment to see your child's teacher and explain the problems your child is experiencing as well as discussing how you can work together the bullying behaviour.
- Regularly check with your child how things are going at school.
- Give your child lots of praise and encouragement when he/ she is co-operative or kind to other people.

**If your child is experiencing any form of electronic bullying:**

- Check exactly when a threatening message was sent and save it
- Inform your child's class teacher
- Where necessary report incidents to the police.
- Advise your child to be careful who they give their contact details to.

**HELP ORGANISATIONS:**

KIDSCAPE Parents Helpline (Mon-Fri, 10-4)

0845 1 205 204

Parentline Plus

0808 800 2222

Bullying Online

[www.bullying.co.uk](http://www.bullying.co.uk)

Visit the Kidscape website [www.kidscape.org.uk](http://www.kidscape.org.uk) for further support, links and advice.