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# St Patrick's Catholic Primary School

*The Catholic Diocese of Lancaster*



# Anti-Bullying Policy

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## Anti-Bullying Policy

At St Patrick's Catholic Primary School, we promote a culture wherein our children are accepting of each other and each others' differences and individuality and where bullying behaviour is NEVER tolerated. We have high expectations that our children support each other and play together with love and adherence to our school values and the British values of tolerance and mutual respect. At St Patrick's Catholic Primary School we recognise that bullying often causes confusion for children, parents and staff; it is therefore important that all members of the school community recognise what is and what is not bullying behaviour.

What is bullying behaviour?

Bullying behaviour is behaviour that is:

- Repeated over time
- Intimidating or that purposely frightens others
- Deliberately hurtful, physically or emotionally.
- Difficult to defend against.

The main types of bullying behaviour are:

- **Emotional:** Hurting people's feelings, leaving you out, making you feel bad.
- **Physical:** Punching, kicking, spitting, pushing, theft.
- **Verbal:** Being teased, name calling, being rude, HBT and homophobic vocabulary
- **Racist:** Calling you racist names, graffiti.
- **Cyber:** Saying unkind things by text, email, social media.

**What is not bullying behaviour?**

- There is no intention to hurt or harm, i.e. thoughtless or accidental.
- One off behaviour between pupils which is not repeated.
- There is a good reason not to include somebody.
- A pupil is called a nickname which the other person knows to be hurtful to them.
- Looking at someone inappropriately or whispering / falling out.

## School Responsibilities

The HT/ DHT will deal with any incidents that are brought to their attention in a timely way. The HT/DHT will contact parents if a bullying allegation is upheld.

## Investigating possible bullying

After an allegation of bullying behaviour is made the DHT/HT will have enough information to carry out any necessary enquiries.

Liaison will be necessary with the class teacher, pastoral staff and may be necessary with the designated teacher for Child Protection and the DHT or HT. The DHT/HT and class teacher together agree:



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- The level and seriousness of the alleged bullying behaviour
- Who will talk to the pupils involved?
- Who else needs to be informed and at what stage.

It is vital that school ensures all members of school understand the above policies and are aware of the negative impact of bullying behaviour and how school will deal with incidents of bullying.

School will identify and investigate bullying behaviour, if the behaviour is deemed to pose a Child Protection concern then the Designated Senior Person should be notified and investigations left to other agencies.

School must respond appropriately to all allegations of bullying.

At St Patrick's Catholic Primary School, Class Teachers and class based support staff should be the key adult in managing any disclosures/allegations. They may choose to refer individual cases to the school Pastoral Support Group, or Senior Management team.

Staff should never ignore suspected bullying, nor make premature assumptions, listen carefully to all accounts, adopt a problem solving approach and monitor the situation carefully.

### **Reporting and recording**

Support staff/ welfare staff finds must report any suspected bullying incident immediately to the class teacher.

When a report of bullying is brought to the attention of the class teacher they will record it on CPOMS and pass it on to the DHT or HT to be dealt with immediately.

With regards to persistent bullying the class teacher will record dates, times, incidents, witnesses and follow up actions, as well as following the above steps for each incident on CPOMS.

The DHT/HT should speak to the victim and ask him/her to describe their account with dates, places and times and names if possible. The pupil should then be asked what they would like to happen next.

If the teacher is satisfied the pupil is not in any immediate danger, measures should be taken to support them for the rest of the day and if necessary until the situation is resolved.

The DHT/HT should then look into the allegations.

The DHT/HT may well have to talk to a number of pupils before being able to determine whether the allegations are true or false. Depending on the nature of the bullying incident and the names of the pupils involved, staff will have to decide the most appropriate way to carry out the enquiries.

If allegations are proven to be true contact should be made with the parents of those involved.

The DHT/HT should update CPOMs with details of incidents, conversations and outcomes for children and parental involvement.

### **Responding to a clear incident of bullying behaviour**

In the event of a clear incident of bullying behaviour the school's first responsibility is to ensure the safety of the victim. The school should consider the following.

- In the event of an incident where pupil safety may be an issue it is NOT recommended that other pupils should have the responsibility of escorting the pupils involved in the incident to a place of safety.
- Record the incident on CPOMs.
- Who will deal with the incident
- The place of safety should be supervised.
- Pupils should be kept apart.
- Consider the needs of those involved – explain the procedures quietly and calmly to pupils.
- Where appropriate, a written account should be made by all parties involved including any witnesses.
- Inform the pupils that the evidence may be kept on file.
- Decide who will inform parents.
- Inform parents and advise them how their actions might help the situation.
- If necessary, decide how pupils will be kept safe after the incident and on their return to school the next day.
- Record outcomes on CPOMs
- Decide an appropriate response in the short term and the need for any longer term solutions.
- Explain clearly to pupils what your actions will be and give as much reassurance as possible to allay any anxieties. This is necessary for all pupils involved.

### **Responding to an extremely serious violent incident**

#### **IMMEDIATE ACTION**

Assess safety of self and others and if necessary follow first-aid procedures and call ambulance and/or police if required.

- Consider the needs of those involved – explain the procedures quietly and calmly to pupils.
- Collect witness accounts
- Complete LEA Serious Incident Log.
- Decide whether the police and/or other agencies should be involved.
- Consider disciplinary action.
- Contact parents.
- Arrange for safety of the victim for the rest of the day (if staying in school), the journey home and the return to school.

### **Monitoring and Evaluation**

The Key teacher will continue to monitor the behaviour/effectiveness of the work undertaken to prevent further incidents and support those involved, over a period of time until all parties are happy that this is no longer required.

The success of whole school approaches to bullying are monitored by regular liaison with the School's Council and through responses from the children on annual Pupil Attitude Questionnaires to how safe they feel in school.



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## Preventing Bullying at St Patrick's Catholic Primary School

One of the most important preventative strategies to guard against bullying behaviour is the ethos and culture of the school. A warm, friendly, welcoming school where pupils and parents feel valued and listened to is in itself a strong preventative measure. In a supportive atmosphere where pupils learn to take individual and group responsibility for their own and each others welfare bullying behaviour can more easily be identified and addressed.

It is also important to support the school ethos with planned curriculum opportunities to introduce the subject of bullying behaviour. Inclusion in the curriculum for each year group acts as a reminder to pupils about the expectations of the school and also provides opportunities for staff to support pupils through the teaching of personal and social skills and address any safety concerns pupils may have.

It follows, therefore, that staff INSET is important to develop the expertise and knowledge of staff and give confidence to individuals in the development of anti-bullying strategies.

### The Ethos of the School

- easy access
- a pleasing reception
- Has good communication throughout the school
- pastoral systems are known and understood by all
- the anti-bullying policy is known and understood by all
- pupils know who and how to tell
- parents know how to voice concerns and who to speak to
- staff have
- clear procedures to put into operation when bullying occurs
- any other regular adults visiting the school are made aware of school procedures
- pupils can share their concerns and ideas openly with staff
- pupils are asked to make contributions to school development through the school council.
- Staff keep and maintain accurate records and enjoys positive relationships:
- the building of good relationships is encouraged between teachers/support staff/pupils/parents/others
- all individuals in the school feel valued
- the curriculum is planned to meet the needs of pupils
- the curriculum builds and encourages self-esteem and self confidence
- the development of self-esteem is promoted and given importance throughout the school for both adults and children
- teaching staff create a positive classroom climate throughout the school
- teaching styles promote positive relationships between teacher and pupil
- adults provide models of caring and respectful behaviour
- the school regularly celebrates the achievements of individuals and groups
- the school celebrates diversity within its community
- respect is shown from individual to individual.

### Pupils:

- pupils know it is "ok to tell"

- pupils know who and how they can tell
- acknowledge individuality
- pupils have confidence that in telling about bullying or intimidating behaviour, something will be done
- pupils are involved in assemblies on bullying behaviour on a regular basis
- there is opportunity for discussion whilst protecting anonymity
- pupils are kept informed about their concerns regarding bullying behaviour
- the curriculum is designed to help all children understand and address the effects of bullying behaviour
- The School's Council is known to all pupils within school.
- Be supportive of each other
- Develop the confidence to say "this is not OK. I don't like it"

### **Welfare Staff:**

- good relationships are encouraged between welfare and teaching staff
- the welfare staff are made to feel valued by the school and have status within the school community
- procedures to report and deal with bullying behaviour are agreed with welfare staff and clearly laid down

### **Parents:**

- parents know how to contact school and who to tell
- parents can feel assured that confidentiality will be maintained
- parents understand the school procedures for dealing with bullying behaviour
- the Complaints Procedure is available for parents on request.

### **The curriculum approach to anti-bullying**

The Aims of a curriculum approach

To raise awareness about bullying behaviour through:

- Defining bullying
- Pupil led assemblies
- Mentoring time
- School code of conduct/School Values
- Displays/information leaflets
- School Council
- Assemblies

### **PSHE**

- Planned in PSHE Schemes of Work.
- Delivered through Circle Time.
- Core Values curriculum
- Respect for others
- Co-operation
- Understanding difference
- Communication skills

- Problem solving
- Coping skills
- Assertiveness skills

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- Conflict resolution
- Dealing with anger
- Co-operative group work
- Decision making skills
- Safety education
- Understanding assessing risk
- Emotional development

#### **To build and maintain self-esteem by:**

Circle time activities Through PSHE curriculum School rewards system Celebrating achievement Giving pupils a voice Values based curriculum

Education around positive mental health and resilience building

The culture of the school in particular in classroom climate Developing emotional literacy

Creative writing, personal and imaginative accounts Co-operative group work  
Developing problem solving skills  
Developing tolerance

Developing and enhancing communication and listening skills

Examining spiritual and moral attitudes, values and beliefs Developing and understanding social justice.

Child friendly posters to aid understanding (see appendix 1 below)

#### **Linked Policies:**

- Child Protection and safeguarding
- Behaviour and relationships policy
- HRSE
- RE
- Equalities Policy
- Attendance Policy
- Online Safety Policy

## Appendix 1

### What is bullying?

In our school a bully is someone who hurts someone more than once, deliberately using behaviour which is meant to hurt, frighten or upset another person.

### Bullying can be.....

**Emotional:** Hurting people's feelings, leaving you out, making you feel bad.

**Physical:** Punching, kicking, spitting, pushing, theft.

**Verbal:** Being teased, name calling, being rude.

**Racist:** Calling you racist names, graffiti.

**Cyber:** Saying unkind things by text, email, social media.

### When is it bullying?

**S**everal

**T**imes

**O**<sub>n</sub>

**P**urpose



Remember some things you say to someone may be said to try and be funny but it may be hurtful to that person. **Think before you speak!**

### Who can I tell?

- ✓ A friend
- ✓ A family member
- ✓ School Member of Parliament
- ✓ Any teacher at school or any adult in school
- ✓ Someone you trust
- ✓ Anybody near you



**MOST IMPORTANTLY**

If you feel you are being bullied :

**Start  
Telling  
Other  
People**

If you are bullied:

**Do**

- ✓ Ask them to stop if you can.
- ✓ Use eye contact and say stop
- ✓ Ignore them.
- ✓ Walk away.
- ✓ **TELL SOMEONE!**

**DON'T**

- ✗ Do what they say.
- ✗ Get angry.
- ✗ Hit them.
- ✗ Think that it is your fault.
- ✗ Do not retaliate.
- ✗ Hide it.



**What should I do if I see someone else being bullied?**

- 🌀 Don't walk away and ignore the bullying.
- 🌀 Tell the bully to stop if it is safe to do so.
- 🌀 Don't stay silent or the bullying will keep happening.
- 🌀 Don't lose your temper.
- 🌀 **TELL SOMEONE.**

**The Head Teacher, Governors, Staff and Pupil Parliament will work together to:**

- ✓ Make our school a place where everyone can feel happy. That means no bullying allowed.

**We will help everyone to get on with each other and we believe that everyone has the right to feel safe and be**