



Toton  
**Bispham Drive**  
Junior School  
*Ad esse optimum*

# **Bispham Drive Junior School**

## **Anti-Bullying Policy**

### **2018/19**

**This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.**

**Agreed by governing body - September 2018**  
**Review - September 2019**

## Introduction

At Bispham Drive Junior School our core values are honesty and helpfulness, enthusiasm and engagement, respect and resilience, open mindedness and kindness.

As a consequence of our values we aim to provide a safe, caring and friendly learning environment for all our pupils to allow them to improve their life chances and help them maximise their potential.

We would expect pupils to act safely and feel safe in school. They should understand the issues relating to all forms of bullying and feel confident to seek support from school should they feel they or others are unsafe.

We would also want parents/carers to feel confident that their children are safe and cared for in school and that incidents when they do arise, are dealt with promptly and well.

The school is aware of its legal obligations including the Equalities Act 2010. We are aware of our role within the local community supporting parents/carers and working with other agencies outside the school where appropriate.

## Policy Development

This policy was formulated in consultation with the whole school community with input from (include all those consulted and HOW)

- Members of staff- (through regular agenda items at staff meetings, consultation documents, surveys)
- Governors – (discussions at governors' meetings, training,)
- Parents/carers – (parents will be encouraged to contribute by taking part in written consultations, parent meetings, parent focus groups producing a shorter parents' guide)
- Children and young people – (pupils contribute to the development of the policy through the school council, circle time discussions etc. The school council has developed a student friendly version to be displayed in class rooms.)
- Other partners- (visiting external providers in school and external providers off site (14-19 curriculum), after school providers, representatives from the local community, police etc.)

This policy is available

- Online at [www.bisphamdrive.notts.sch.uk](http://www.bisphamdrive.notts.sch.uk)
- From the school office
- Child friendly versions are on display, in welcome packs for new pupils

## Roles and responsibilities

**The Head teacher** – Has overall responsibility for the policy and its implementation and liaising with the governing body, parents/carers, LA and outside agencies and appointing an Anti-bullying coordinator who will have general responsibility for handling the implementation of this policy.

**The Anti –bullying Co-ordinator** in our school is: – Mrs A Goetzee

The responsibilities are:

Policy development and review involving pupils, staff, governors, parents/carers and relevant local agencies

- Implementing the policy and monitoring and assessing its effectiveness in practice
- Ensuring evaluation takes place and that this informs policy review
- Managing bullying incidents
- Managing the reporting and recording of bullying incidents
- Assessing and coordinating training and support for staff and parents/carers where appropriate
- Coordinating strategies for preventing bullying behaviour

**The nominated Governor with the responsibility for Anti- bullying Behaviour is:** – Mary Paterson

## **Definition of Bullying**

**The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. Bullying can be physical, verbal or psychological. It can happen face-to-face or through cyberspace.**

<http://www.anti-bullyingalliance.org.uk/about-us.aspx>

**How does bullying differ from teasing/falling out between friends or other types of aggressive behaviour?**

- There is a deliberate intention to hurt or humiliate.
- There is a power imbalance that makes it hard for the victim to defend themselves.
- It is usually persistent.

Occasionally an incident may be deemed to be bullying even if the behaviour has not been repeated or persistent – if it fulfils all other descriptions of bullying. This possibility should be considered, particularly in cases of hate crime related bullying and cyber bullying. If the victim might be in danger then intervention is urgently required.

## **What does bullying look like?**

Bullying behaviour can be physical, verbal or emotional and includes:-

- physical assault
- taking or damaging belongings
- name calling
- taunting
- mocking
- making offensive comments
- cyber bullying – inappropriate text messaging and e mailing; sending offensive or degrading images, impersonating and hacking into accounts online using internet enabled devices.
- producing offensive graffiti
- gossiping and spreading hurtful and untruthful rumours

- excluding people from groups.

Although bullying can occur between individuals it can often take place in the presence (virtually or physically) of others who become the 'bystanders' or 'accessories'.

## **Why are children and young people bullied?**

Specific types of bullying include:

### **Prejudice Related Bullying**

Under the Equalities Act 2010 it is against the law to discriminate against anyone because of:

- age
- being or becoming a transsexual person
- being married or in a civil partnership
- being pregnant or having a child
- disability
- race including colour, nationality, ethnic or national origin including Gypsy ,Roma, Travellers
- religion, belief or lack of religion/belief
- sex /gender
- sexual orientation

These are called 'protected characteristics'.

As part of the requirement on schools to promote fundamental British values, schools must proactively challenge derogatory and discriminatory language and behaviour including that which is racist, homophobic, biphobic, transphobic and disabilist in nature. We will record these types of bullying, even that which represents a one-off incident, and report them to the local authority for monitoring purposes.

### **Other vulnerable groups include**

- bullying related to appearance or health
- bullying of young carers or looked after children or otherwise related to home circumstances

Although the above do not currently receive protection under the Equality Act 2010, bullying for these reasons is just as serious. There is no hierarchy of bullying - all forms should be taken equally seriously and dealt with appropriately.

### **Prejudice Related Language**

Racist, homophobic, biphobic, transphobic and disabilist language includes terms of abuse used towards people because of their race/ethnicity/nationality; because they are lesbian, gay, bisexual, or transsexual, or are perceived to be, or have a parent/carer or sibling who is; because they have a learning or physical disability. Such language is generally used to refer to something or someone as inferior. This may also be used to taunt young people who are different in some way or their friends, family members or their parents/carers.

In the case of homophobic, biphobic and transphobic language particularly, dismissing it as

banter is not helpful as even if these terms are not referring to a person's sexual orientation or gender identity they are using the terms to mean inferior, bad, broken or wrong. We will challenge the use of prejudice related language in our school even if it appears to be being used without any intent. Persistent use of prejudice related language and/or bullying will be dealt with as with any other form of bullying.

### **Where does bullying take place?**

Bullying is not confined to the school premises. It also persists outside school, on the journey to and from school and in the local community and may continue into Further Education.

The school acknowledges its responsibilities to support families if bullying occurs off the premises.

### **Cyberbullying**

The increasing use of digital technology and the internet has also provided new and particularly intrusive ways for bullies to reach their victims.

Cyberbullying can take many forms and bullying online can often start in school and then be progressed online or start online and influence behaviour in school.

Whilst most incidents of Cyberbullying occur outside school we will offer support and guidance to parents/carers and their children who experience online bullying and will treat Cyberbullying with the same severity as any other forms of bullying.

Cyberbullying can include:-

- hacking into someone's accounts/sites
- Posting prejudice/hate messages
- Impersonating someone online
- Public posting of images
- Exclusion
- Threats and manipulation
- Stalking

We will ensure that our children are taught safe ways to use the internet (see our e-safety policy) and encourage good online behaviour.

Bullying can take place between:

- young people
- young people and staff
- between staff
- individuals or groups

### **Reporting and responding to bullying**

Our school has clear and well publicized systems to report bullying for the whole school community (including staff, parents/carers, children and young people) this includes those who are the victims of bullying or have witnessed bullying behaviour (bystanders).

**All stakeholders have a duty to report any incident perceived as bullying in the following manner.**

Children and young people in school including bystanders - should report bullying incidents to their class teacher or other responsible adult including middays. All reports of bullying will be recorded and fully investigated. If an incident is proven to be one of bullying all information will be passed on to the Headteacher where it will be formally recorded and sanctions will be put in place.

Parents/carers - Should report bullying incidents either to their child's class teacher or to school via the dedicated email address - [parentqueries@bisphamdrive.net](mailto:parentqueries@bisphamdrive.net) . All reports of bullying will be recorded and fully investigated. If an incident is proven to be one of bullying all information will be passed on to the Headteacher where it will be formally recorded and sanctions will be put in place.

All staff and visitors have a duty to report any perceived incidents of bullying to a member of school staff. All reports of bullying will be recorded and fully investigated. If an incident is proven to be one of bullying all information will be passed on to the Headteacher where it will be formally recorded and sanctions will be put in place.

If you wish to speak to the Headteacher personally to discuss any concerns please call the contact the school office on 0115 9137447 to make an appointment.

## **Procedures**

All reported incidents will be taken seriously and investigated involving all parties. The staff are aware of and follow the same procedures.

- Interviewing all parties
- Informing parents
- Implementing appropriate disciplinary sanctions in accordance with the school's Behaviour Policy. These should be graded according to the seriousness of the incident but should send out a message that bullying is unacceptable
- Being clear that responses may also vary according to the type of bullying and may involve other agencies where appropriate
- Following up, in particular keeping in touch with the person who reported the situation, parents/carers.
- Having a clear complaints' procedure for parents/carers who are not satisfied with the school's actions
- Having a range of follow up responses and support appropriate to the situation for all involved such as - solution focused, restorative approach, circle of friends, individual work with victim, perpetrator and bystanders, referral to outside agencies if appropriate
- Liaising with the wider community if the bullying is taking place off the school premises i.e. in the case of cyberbullying or hate crime.

## Recording bullying and evaluating the policy

Bullying incidents will be recorded by the member of staff who deals with the incident and this will be stored by the Anti-bullying coordinator.

A sample recording form is attached.

Prejudice related bullying/incidents should be reported to the local authority using the guidelines set out in Nottinghamshire guidelines for schools: Bullying and Prejudiced - related incidents (August 2014). **These should be sent in electronic format, ideally encrypted, with a password sent in a separate email, to [ecas@nottscc.gov.uk](mailto:ecas@nottscc.gov.uk)**

It is no longer necessary however, to submit a termly nil return to the team or complete a specific form. Schools are advised that a simple email to [ecas@nottscc.gov.uk](mailto:ecas@nottscc.gov.uk) stating at the end of the academic year that no incidents have been reported to the school, will now suffice.

Information stored in school will be used to ensure individuals incidents are followed up. It will also be used to identify trends and inform preventative work in school and development of the policy. This information will be discussed by staff in regular staff meetings (how often?)

This information will be presented to the governors as part of the annual report.  
(A sample summary sheet is attached)

The policy will be reviewed and updated every two years.

## Strategies for preventing bullying

As part of our on-going commitment to the safety and welfare of our pupils we Bispham Drive Junior School have developed the following strategies to promote positive behaviour and discourage bullying behaviour.

- Weekly assemblies to reinforce school values
- Kindness week annually in November.
- PSHE/Citizenship lessons
- Specific curriculum input on areas of concern such as cyber bullying and internet safety including participation in the Safer Internet Day
- Student voice, school council
- Small group work and internal mediation between children
- Annual training for school staff
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## Links with other policies and why

Policy	Why
Behaviour Policy	Rewards and sanctions, Codes of conduct
Safeguarding Policy	Child protection
E-safety and Acceptable use policy	Cyber bullying and e-safety
Complaints' Policy	Guidelines to make a complaint if families are not happy with the school's response

## Useful organisations

**Anti-bullying Alliance (ABA)** - [www.anti-bullying.org](http://www.anti-bullying.org)

Brings together more than 65 organisations with the aim of reducing bullying and creating safer

environments in which children and young people can live, grow, play and learn.

**Mencap** - [www.mencap.org](http://www.mencap.org)

Mencap is a learning disability charity that provides information and support to children and adults with a learning disability, and to their families and carers.

**Stonewall** - [www.stonewall.org.uk](http://www.stonewall.org.uk)

The lesbian, gay, bisexual and transgender charity

**Educational Action Challenging Homophobia (EACH)** - [www.eachaction.org.uk](http://www.eachaction.org.uk)

Educational Action Challenging Homophobia (EACH) is a charity and training agency helping people and organisations affected by homophobia. The website gives guidance, contact details and a freephone helpline.

**School's Out** - [www.schools-out.org.uk](http://www.schools-out.org.uk)

**Childnet International** - [www.childnet-int.org](http://www.childnet-int.org)

Childnet International - The UK's safer internet centre

**NSPCC/ChildLine**- [www.nspcc.org.uk](http://www.nspcc.org.uk), [www.childline.org.uk](http://www.childline.org.uk)

ChildLine is a private and confidential service for children and young people up to the age of 19. NSPCC run several campaigns to support young people around bullying and internet safety

**Show Racism the Red Card** - [www.theredcard.org.uk](http://www.theredcard.org.uk)

<b>SCHOOL BULLYING INCIDENT FORM</b>
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School

Date of Incident

Time of Incident

**Nature/Type of Incident (Please Tick)**

<i>Extortion</i>	<input type="checkbox"/>	<i>Personal possessions taken/damaged</i>	<input type="checkbox"/>
<i>Isolation/Being Ignored or Left Out</i>	<input type="checkbox"/>	<i>Forced into something against will</i>	<input type="checkbox"/>
<i>Physical</i>	<input type="checkbox"/>	<i>Written</i>	<input type="checkbox"/>
<i>Verbal (Name-Calling, Taunting, Mocking)</i>	<input type="checkbox"/>	<i>Spreading Rumours</i>	<input type="checkbox"/>
<i>Cyber (Email, Internet, Text)</i>	<input type="checkbox"/>	<i>Other (please specify)</i>	<input type="checkbox"/>

**Details of Young People involved**

	Names	Year Group	Gender	Ethnic Origin Code	Role*
1					
2					
3					
4					



5					
6					

**\*Role: V Victim      R Ring Leader      A Associate      B Bystander**

**Location of Incident (Please Tick)**

Classroom	<input type="checkbox"/>	School Bus	<input type="checkbox"/>
Playground/Yard	<input type="checkbox"/>	Outside/Around School Gates	<input type="checkbox"/>
Corridor	<input type="checkbox"/>	To/From School	<input type="checkbox"/>
Toilet	<input type="checkbox"/>		

**If you feel the incident was motivated by any of the following please tick**

Appearance	<input type="checkbox"/>	Race/Ethnic Origin *	<input type="checkbox"/>
Disability/SEN	<input type="checkbox"/>	Sexual Orientation	<input type="checkbox"/>
Gender/Sexism	<input type="checkbox"/>	Home Circumstances including Looked After Children/Young People	<input type="checkbox"/>
Religion	<input type="checkbox"/>		

**\* Reminder: These incidents should be recorded separately.**

<b>Brief summary of Incident</b>

<b>Action Taken</b> include any exclusions, parental involvement, or involvement with external agencies.
Generally
If appropriate was a CAF used? <span style="float: right;">YES/NO</span>
With Individuals (as noted on page 1)
1.
2.
3.
4.
5.
6.

Form completed by:	Date:
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Follow-up	Date

**Name of school**

**Anti-bullying Review Sheet**

**Autumn/Spring/Summer Term**

**Type of Incident**

Extortion	
Isolation	
Physical	
Verbal	
Cyberbullying	
Damage of property	
Forced to do something	
Spreading rumours	
Other ( specify)	

**Profile of Young People**

Year	Ex	G	E	Isol	Phys	Verbal	Cyber	Prop	Force	Rumour	Other

G=gender(M/F) E=Ethnicity code

**Location**

Classroom	
Playground/school grounds	
Corridor/toilets	
School bus	
Outside school - cyberbullying	
- other	

## Motivation

Appearance	
Gender/Sexism	
Religion/Culture/ Race	
Homophobia	
Disability/SEN	
Home/Family circumstances	
Other	