

# St. Alban's Catholic Primary School

## ANTI-BULLYING POLICY

St Alban's School will educate our young children within a happy caring environment and Christian atmosphere, thus their whole lives may be inspired by the Spirit of Christ they experience.

This policy was reviewed on Monday 31<sup>st</sup> January 2015; it is based on a model policy provided by the Local Authority. This policy will be reviewed in the January 2018 by the Governing Body.

### **SECTION 1 INTRODUCTION**

- 1.1 Bullying is action taken by one or more children with the deliberate intention of hurting another child, either physically or emotionally.

### **SECTION 2 AIMS AND OBJECTIVES**

- 2.1 Bullying is wrong and damages individual children. We therefore do all we can to prevent it, by developing a school ethos in which bullying is regarded as unacceptable.
- 2.2 We aim, as St. Alban's School, to produce a safe and secure environment where all can learn without anxiety.
- 2.3 This policy aims to produce a consistent school response to any bullying incidents that may occur.
- 2.4 We aim to make all those connected with the school aware of our opposition to bullying, and we make clear each person's responsibilities with regard to the eradication of bullying in our school.

### **SECTION 3 THE ROLE OF GOVERNORS**

- 3.1 The governing body supports the head teacher in all attempts to eliminate bullying from our school. This policy statement makes it very clear that the governing body does not allow bullying to take place in our school, and that any incidents of bullying that do occur are taken very seriously and dealt with appropriately.
- 3.2 The governing body monitors the incidents of bullying that occur each term by reviewing school records and asking children about behaviour in school, and reviews the effectiveness of the school policy regularly. The governors require the head teacher to keep accurate records of all incidents of bullying and to report to the governors on request about the effectiveness of school anti-bullying strategies.
- 3.3 The governing body responds within ten working days to any request from a parent to investigate incidents of bullying. In all cases, the governing body notifies the head teacher and asks him/her to conduct an investigation into the case and to report back to a representative of the governing body.

### **SECTION 4 THE ROLE OF THE HEAD TEACHER**

- 4.1 It is the responsibility of the head teacher to implement the school anti-bullying strategy and to ensure that all staff (both teaching and non-teaching) are aware of the school policy and know how to deal with incidents of bullying. The head teacher reports to the governing body about the effectiveness of the anti-bullying policy on request.
- 4.2 The head teacher ensures that all children know that bullying is wrong, and that it is unacceptable behaviour in this school. The head teacher draws the attention of children to this fact at suitable

moments. For example, if an incident occurs, the head teacher may decide to use assembly as a forum in which to discuss with other children why this behaviour was wrong, and why a pupil is being punished.

- 4.3 The head teacher ensures that all staff receive sufficient training to be equipped to deal with all incidents of bullying.
- 4.4 The head teacher sets the school climate of mutual support and praise for success, so making bullying less likely. When children feel they are important and belong to a friendly and welcoming school, bullying is far less likely to be part of their behaviour.

## **SECTION 5 THE ROLE OF THE TEACHING AND NON-TEACHING STAFF**

- 5.1 Staff in our school take all forms of bullying seriously, and intervene to prevent incidents from taking place. They keep their own records of all incidents that happen in their class and that they are aware of in the school.
- 5.2 If staff witness, an act of bullying, they do all they can to support the child who is being bullied. After consultation with the head teacher, the teacher informs the child's parents.
- 5.3 We keep an anti-bullying logbook in the school office where we record all incidents of bullying that occur outside lesson time, either near the school or on the children's way home or to school. If any adult witnesses an act of bullying, they should record the event in the logbook.
- 5.4 If, as staff, we become aware of any bullying taking place between members of a class, we deal with the issue immediately. This may involve counselling and support for the victim of the bullying, and punishment for the child who has carried out the bullying. We spend time talking to the child who has bullied: we explain why the action of the child was wrong, and we endeavour to help the child change their behaviour in future. If a child is repeatedly involved in bullying other children, we inform the head teacher and the special needs co-ordinator. We then invite the child's parents into the school to discuss the situation. In more extreme cases, for example where these initial discussions have proven ineffective, the head teacher may contact external support agencies such as the social services.
- 5.5 Teachers will attend training, which enables them to become equipped to deal with incidents of bullying and behaviour management.
- 5.6 Teachers attempt to support all children in their class and to establish a climate of trust and respect for all. By praising, rewarding and celebrating the success of all children, we aim to prevent incidents of bullying.

## **SECTION 6 THE ROLE OF PARENTS**

- 6.1 Parents who are concerned that their child might be being bullied, or who suspect that their child may be the perpetrator of bullying, should contact their child's class teacher immediately.
- 6.2 Parents have a responsibility to support the school's anti-bullying policy and to actively encourage their child to be a positive member of the school.

## **SECTION 7 MONITORING AND REVIEW**

- 7.1 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.
- 7.2 This anti-bullying policy is the governors' responsibility and they review its effectiveness annually. They do this by examining the school's anti-bullying logbook, and by discussion with the head teacher each term, through the head's report to governors. Governors analyse information with regard to gender, age and ethnic background of all children involved in bullying incidents.

**Date:** Monday 31<sup>st</sup> January 2015 by the Governors Pupils and Personnel Committee

**Signed:** Clare Cuomo Chair of Governors

**When Policy was discussed:** Governors Pupils and Personnel Committee Meeting Monday 31<sup>st</sup> January 2015

**Date of Review:** January 2018 by the Governors Pupils and Personnel Committee.