



# FLORENCE MELLY COMMUNITY PRIMARY SCHOOL

## ANTI-BULLYING POLICY 2023/24

DETERMINATION. RESILIENCE. EMPOWERMENT. APPRECIATION. MOTIVATION & SAFETY  
'IF YOU CAN DREAM IT, YOU CAN DO IT!'



### Anti-Bullying Policy 2023-24

At Florence Melly Community Primary School we believe **'if you can dream it, you can do it!'**

Our school is a place where everyone is treated equally with the respect and dignity they deserve regardless of race, gender, social standing or any differences. We believe that all children should be allowed to fulfil their potential academically, socially and emotionally. All our staff are committed to ensuring that Florence Melly is a welcoming, safe and inclusive place for all children.

In providing a safe and welcoming environment for all children, the school does not tolerate any form of bullying behaviour and all incidents of bullying will be dealt with promptly and effectively. All acts of bullying are taken seriously and will be dealt with in accordance with this policy.

We acknowledge Section 89 of the Education and Inspections Act 2006 which provides that maintained schools must have measures to encourage good behaviour and prevent all forms of bullying amongst pupils. We have a duty of care to protect pupils from bullying as part of our responsibility to provide a safe, secure, caring and friendly school environment for all the children in order to protect them from those who wish to deliberately harm them. Our Child Protection Policy and Behaviour Policy outline our understanding of child on child abuse and how we will respond.

The purpose of this policy is:

- To ensure all members of the school community understand the different forms of bullying and the appropriate action to take, including support for those who experience bullying.
- To prevent bullying from happening between children who are part of our school.
- To make sure bullying is stopped as soon as possible if it does happen and that those involved receive the support they need.
- To provide information to all staff, volunteers, children and their families about what we should all do to prevent and deal with bullying.

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in the UK. NSPCC Learning provides summaries of the key legislation and guidance on:

- Bullying and cyberbullying.
- Online abuse.
- Child protection in each nation of the UK.

Everyone one at Florence Melly Community Primary School is committed to developing an anti-bullying culture where all forms of bullying are unacceptable.

### What is Bullying?

The Anti-Bullying Alliance states the following:

Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can take many forms

(for instance, cyber-bullying via text messages, social media or gaming, which can include the use of images and video).

Bullying is repeated and persistent behaviours over time that intentionally hurt or humiliate another individual. Bullying can happen to anyone and can cause severe and adverse effects on a child's mental health and emotional development.

Bullying can include name calling, taunting, mocking, making offensive comments; kicking; hitting; taking belongings; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours. This includes the same unacceptable behaviours expressed online, sometimes called online or cyberbullying. This can include: sending offensive, upsetting and inappropriate messages by phone, text, instant messenger, through gaming, websites, social media sites and apps, and sending offensive or degrading photos or videos.



This policy covers all types of bullying including (but not limited to): physical, verbal, discriminatory, emotional, cyber and prejudicial.

### **Vulnerable Pupils**

In line with the Equality Act 2010, the school recognises that some children may be particularly vulnerable to bullying due to their:

- Gender
- Race
- Disabilities/SEND needs
- Religion or beliefs
- Sexual orientation
- Gender reassignment

National research has shown that some groups of pupils are particularly vulnerable to bullying these include pupils with SEND, looked after children, pupils from minority ethnic groups or faiths, young carers, LGBT pupils and those perceived to be LGBT.

All forms of bullying are taken seriously and are always reported and logged on CPOMS with the school's Designated Safeguarding Lead. The school will always 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.

We recognise that:

- bullying causes real distress and affects a person's health and development in some instances, bullying can cause significant harm
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation, have the right to equal protection from all types of harm or abuse
- everyone has a role to play in preventing all forms of bullying (including online) and putting a stop to bullying.

We believe that:

- Children and young people should never experience abuse of any kind.
- We have a responsibility to promote the welfare of all children and young people, to keep them safe and operate in a way that protects them.

We recognise that bullying is closely related to how we respect and recognise the value of diversity. We are proactive about seeking opportunities to learn about and celebrate differences

### **Responsibilities**

It is the responsibility of the Headteacher and the Designated Safeguarding Lead to communicate this policy to the school community.

<p>Headteacher Mr A Leach</p>	<ul style="list-style-type: none"> <li>- To have overall responsibility for the safety of all pupils.</li> <li>- With the DSL, to review the Anti-Bullying Policy annually</li> <li>- To ensure the school is appropriately staffed to reduce opportunities of incidents of bullying to occur.</li> <li>- With the DSL, to ensure all stakeholders are clear of their responsibilities surrounding bullying.</li> </ul>
<p>DSL Mr K Baillie</p>	<ul style="list-style-type: none"> <li>- With the Headteacher, to review the Anti-Bullying Policy annually</li> <li>- With the Headteacher, to ensure all stakeholders are clear of their responsibilities surrounding bullying.</li> <li>- To ensure all allegations of bullying are dealt with promptly in an appropriate manner.</li> <li>- To communicate effectively with all stakeholders, where required, following an incident.</li> <li>- To ensure incidents are correctly logged and action, where required, on CPOMS.</li> <li>- To ensure the school participate in anti-bullying opportunities such as 'anti-bullying week' or 'Internet safety day'.</li> </ul>
<p>All Staff</p>	<ul style="list-style-type: none"> <li>- Being alert to the signs of bullying which may include: attendance, participation in class, physical appearance, monitoring of playground incidents, changes in behaviour or friendships.</li> <li>- Being available to children to speak to in confidence outside lesson time.</li> <li>- Being mindful when allocating teams or group-work activities and when considering seating plans.</li> <li>- Being proactive whilst on playground duty.</li> <li>- Ensuring any concerns are investigated or passed on to a member of the Safeguarding team.</li> <li>- Follow the school's Behaviour Policy consistently.</li> <li>- Reinforce and encourage positive behaviour through consistent application of the school's Behaviour Policy.</li> <li>- Investigate incidents or provide statements of fact as required.</li> </ul>
<p>Pupils</p>	<ul style="list-style-type: none"> <li>- Treating all members of the school community with respect and kindness in line with the DREAMS ethos.</li> <li>- Report all incidents or concerns of bullying to staff members either verbally or using the school's worry monsters/boxes.</li> <li>- Following the school rules.</li> <li>- Provide statements of fact concerning any incidents.</li> </ul>
<p>Parents</p>	<ul style="list-style-type: none"> <li>- Noticing any changes in their child's behaviour which could be a sign of bullying which could include: unexplained cuts or bruises, changes in sleeping patterns, not wanting to go to school or complaining of feeling unwell, changes in friendships or being reluctant to talk about friends.</li> <li>- Reporting any concerns to their child's class teacher in the first instance.</li> <li>- Treating all members of the school community with respect and kindness.</li> <li>- Encouraging their child to behave appropriately whilst travelling to/from school.</li> <li>- Encouraging their child to the school's Behaviour Policy.</li> </ul>

## **Preventing Bullying**

We foster a clear understanding that bullying, in any form, is unacceptable. We believe that preventing bullying is the responsibility of our whole school community and when there are incidents of bullying we will work together to deal with the situation and to learn from what has happened.

In our school we do this by:

- Using assemblies and circle time in class to ensure that pupils understand the differences between relational conflict and bullying.
- Building a positive ethos based on respecting and celebrating all types of difference in our school.
- Creating a safe and happy environment, with consequent positive relationships that have an impact on learning and achievement.
- Having a positive ethos that all pupils, staff and parents understand.
- Work in school which develops empathy, social skills and emotional understanding e.g. PSHE, pastoral interventions and playground buddies.
- Think about any safeguarding concern and report concerns to Designated Safeguarding lead.
- Provide assurances to children that concerns have been listened to and action will be taken.
- Consider who else is involved and what roles they have taken.
- Send clear message that the bullying must stop and is unacceptable.
- Work with both parties to find solutions. Identify the most effective way of preventing re-occurrence and any consequences.
- Reflect and learn from bullying episodes –consider what needs to happen next to prevent future bullying e.g. PSHE, training etc.
- Valuing diversity and ensuring everyone is included in our school.
- Focussed work with individuals and groups of pupils where required to support understanding and development of social skills e.g. social skills groups, ELSA (Emotional Literacy Support Assistant), YPAS Seedlings and pastoral support..
- Offering training to all school staff around bullying, including specific guidance on those groups who are most likely to be bullied.
- Ensure staff adhere to the Code of Conduct and guidance provided in KCSIE Part One (2023).

Florence Melly Community Primary School has a strong inclusive ethos and an emotional self-regulation approach is encouraged throughout school. Staff are proactive in identifying bullying behaviours, or the potential for these, by being observant and aware of social relationships between children. As part of our ongoing commitment to the safety and welfare of our pupils, we have developed strategies to promote positive behaviour and discourage bullying behaviour, including weekly celebration assemblies, class codes of conduct and regular PSHE lessons.

## **Reporting of Bullying**

If pupils are upset or feel they are a victim of bullying they can report this to any member of staff either verbally or in writing via the class worry monster or worry box.

Staff have a duty to report any concerns in a timely manner to a member of the school's Safeguarding team, this has to be done verbally as well as recorded on CPOMS.

If a parent has a concern regarding their child, they need to raise this initially with the child's class teacher or a member of the Safeguarding team. This can be done verbally or in writing. Parents are encouraged to report concerns to the school rather than dealing with an incident themselves. Should an incident occur online, if possible parents are asked to take screenshots or copies of any relevant information that will assist in the investigation of any incident.

## **Responding to Bullying**

**Initial Response:** To gather voice of the child on what has happened and what they have perceived as bullying. Following this a conversation will be held with the alleged perpetrator(s). All parents involved will be contacted via telephone via a member of SLT or pastoral support and informed of the alleged allegations.

**Secondary Response:** If necessary, parents will be invited in to discuss the allegations and decided on a plan moving forward, these discussions will involve all staff involved in the day to day care of the child(ren) in discussion.

**Further Response:** If allegations are still being made, and a clear course of action is unclear - both sets of parents (victim and perpetrator) will be invited in for a discussion with two members of staff to try to agree a course of action moving forward.

Any alleged incident will be recorded on CPOMS, the school's internal system, and concerns will be shared with the DSL (and if necessary other members of the Senior Leadership team). The child who feels they have been bullied will be spoken to and reassured that the incident(s) will be investigated. The alleged perpetrator(s) will be spoken to and all responses will be recorded on CPOMS.

The school will provide appropriate support for the person who feels they are being bullied and will ensure parents/carers are kept informed about the concern, in line with child protection and confidentiality policies.

If necessary, other agencies may be consulted or involved, such as the police, if a criminal offence has been committed, or other local services including early help or children's social care, if a child is felt to be at risk of significant harm.

The DSL will sanction any behaviours deemed to be bullying in accordance with the school's Behaviour Policy and, if appropriate, a restorative conversation with all pupils involved will take place to ensure the incident is fully resolved.

Staff will always seek to investigate and resolve incidents as quickly as possible, however specific timescales will always be dependent on the seriousness of the allegation, number of children involved, complexity of accounts given and possible involvement of outside agencies.

### **Incidents that occur outside of School**

The Department for Education's Guidance for Preventing and Tackling Bullying (2013) states that schools have the power to investigate and discipline pupils for any incidents of bullying that take place outside the school premises which includes:

- School trips and other school-organised activities.
- Travelling to / from school.
- Whilst wearing school uniform.
- Behaviour which may affect the running of the school.
- Behaviour which may affect other pupils or members of the public.

When responding to cyberbullying concerns, the school will:

- Act as soon as an incident has been reported or identified.
- Provide appropriate support for the person who has been cyber-bullied and work with the person who has carried out the bullying to ensure that it does not happen again.
- Encourage the person being bullied to keep any evidence (screenshots) of the bullying activity to assist any investigation.

- Take all available steps where possible to identify the person responsible. This may include:
- looking at use of the school systems;
- identifying and interviewing possible witnesses;
- Contacting the service provider and the police, if necessary.
- Work with the individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation. This may include:
- Support reports to a service provider to remove content if those involved are unable to be identified or if those involved refuse to or are unable to delete content.
- Confiscating and searching pupils' electronic devices, such as mobile phones, in accordance with the law and the DfE school Searching, Screening and Confiscation guidance 2018.
- Requesting the deletion of locally-held content and content posted online if they contravene school behavioural policies.
- Ensure that sanctions are applied to the person responsible for the cyberbullying; the school will take steps to change the attitude and behaviour of the bully, as well as ensuring access to any additional help that they may need.
- Inform the police if a criminal offence has been committed.
- Provide information to staff and pupils regarding steps they can take to protect themselves online. This may include:
- advising those targeted not to retaliate or reply;
- providing advice on blocking or removing people from contact lists; ▪ helping those involved to think carefully about what private information they may have in the public domain.

Where the bullying has taken place off-site or outside of normal school hours (including cyberbullying), the school will ensure that the concerns are fully investigated. Appropriate action will be taken, including providing support and implementing sanctions where appropriate in school in accordance with the school's Behaviour Policy. In such circumstances, parents will always be informed of the details of the incident by a member of the Senior Leadership Team. Appropriate action will be taken, in line with the Behaviour Policy, including providing support and implementing sanctions in school.

## **Support**

Florence Melly Community Primary School acknowledges that both the victims and perpetrators of bullying will require intervention and support. All forms of intervention and support will be discussed by Senior Leaders and may involve provision planning. Any provision to be planned or referrals to outside agencies will be coordinated by the DSL and/or the Inclusion lead. Florence Melly Community Primary School offer a significant range of pastoral interventions and approaches for all pupils who require additional support.

Our school takes measures to prevent and tackle bullying among pupils; however, it is equally important to recognise that bullying of adults, including staff and parents, whether by pupils, parents or other staff members, is unacceptable. All adults in school are expected to adhere to the Staff Code of Conduct. Any forms of bullying against adults should be reported to the Senior Leadership Team. Adults are also made aware of the School Improvement Liverpool Whistleblowing Policy for any concerns that are felt to require escalation.

## **Monitoring**

School systems for monitoring the effectiveness of this policy are regularly reviewed and the outcomes used to inform practice which serves to ensure the safety and well-being of all children.

Parents are invited to offer their views through annual parent surveys. Pupils are asked to offer their views on the policy through activities during Anti-Bullying week, assemblies and work carried out by the Junior Leadership team.

This policy has been written in accordance with Keeping Children Safe in Education 2022, the Equality Act 2010 and should be read in conjunction with the following areas of school policy:

- Behaviour Policy
- Attendance Policy
- Child Protection and Safeguarding Policy
- Accessibility Policy
- SEND Policy
- Complaints Policy

This policy will be reviewed annually. The next date for review is **July 2024**.