

The Granville School

Anti-Bullying Policy

The wilful hurting, physical and emotional, of children in our care will not be tolerated.

In drawing up this policy the school has regard for the DCSF document 'Safe to Learn', embedding anti-bullying work in schools. This takes over from 'Do not suffer in silence'.

Definition of bullying

'Bullying is the repeated intimidation of a victim that is intentionally carried out by a more powerful person or group in order to cause physical and/or emotional hurt.' (Kidscape)

There are different sorts of bullying:

Emotional	Being unfriendly, excluding, tormenting, spreading rumours.
Physical	Hitting, kicking, taking or hiding belongings, including money.
Verbal	name calling, teasing, insulting, writing unkind notes and through mobile phones and text messaging, racial, sexual/sexist, homophobic, religious, cultural, disability remarks

We recognise the seriousness of bullying in causing psychological damage and even suicide, (although bullying is not a specific criminal offence, there are criminal laws which apply to harassment and threatening behaviour).

Aims

The aim of our anti-bullying policy is to clarify for pupils and staff that bullying is always unacceptable and incidents will always be addressed.

Appropriate training will be given to staff.

Sections on advice for pupils and parents have been included.

By clear preventative steps and an open policy against bullying, we hope that Granville will remain as free as possible from the problem.

Children can be, and are, nasty to each other and all adults in a school need to have help in how to deal with such situations. These guidelines are for the use of teachers who come across any form of bullying – whether it is verbal, emotional or physical bullying.

Possible signs

Pupils who are being bullied may show changes in behaviour, such as nervousness, avoiding playground/games, feigning illness, clinging to adults, e.g. slow to leave the classroom or over keen to do jobs during break times. They may show changes to work patterns, lack concentration or be frequently absent.

Encouragement to tell

It is important that we create an atmosphere in the school where pupils who are being bullied or those who know about it, feel that they will be listened to and believed, that action taken will be sensitive and effective, and that the school will do all that it can to prevent retaliation by the bully once the allegation has been reported.

Procedures

- **DO** inform the alleged victim that you cannot guarantee confidence.
- remain calm, you are in charge. Reacting emotionally may add to the bully's fun and give the bully control of the situation.
- take the incident or report seriously.
- take action as quickly as possible.
- think hard about whether your action response to the allegation needs to be private, who are the pupils involved?
- reassure the victim(s), don't make them feel inadequate or foolish.
- offer concrete help, advice and support to the victim(s).
- make it plain to the bully that you disapprove.
- encourage the bully to see the victim's point of view.
- punish the bully if you have to, but be very careful how you do this. Reacting aggressively or punitively gives the message that it is all right to bully if you have the power.
- explain the punishment clearly and why it is being given.
- a written account of the incident must be given to the Headmistress who will then place this on the child's file.

Involving others

- Inform the Headmistress or Deputy Headmistress.
- Record the incident to enable patterns to be identified.
- Inform colleagues if there is a need for everyone to be vigilant in the future.
- The Headmistress, or Deputy Headmistress in her absence, will inform parents of both the victim(s) and the bully(ies).

Sanctions

These sanctions are specifically for dealing with bullying and differ from the general sanctions in the Policy for the Encouragement of Good Behaviour.

- Minor incidents are dealt with by the class teacher giving a warning.
- Further incidents should be brought to the attention of the Deputy Headmistress or Headmistress. Parents would be notified at this stage.
- Major incidents should be brought straight to the Headmistress by the class teacher. The Head should then inform all parents involved immediately.

1st sanction: The pupil will be warned by the class teacher. Repetition of further incidents would result in staff being asked to observe at playtimes/lunch etc.

2nd sanction: exclusion from playtime and other extra-curricular activities.

3rd sanction: written letter to parents informing them that the next incident may result in suspension or exclusion.

Curriculum Support

All staff involved in the education and/or supervision of children are made aware of the issues of bullying and the need to apply consistently the school's policy of zero-tolerance, when episodes of bullying are witnessed or reported. Staff will consistently reinforce the message to children that bullying is unacceptable and will take positive action to prevent and control it.

In addition, the issues of bullying will be raised with pupils at a number of levels including:

- At whole school level through assemblies where children will be taught that bullying is unkind and that the school will not tolerate it.
- At classroom level through stories, during circle time, R.E. lessons, PSHE and Citizenship lessons and through teaching and learning in many other subjects.
- At individual level children who are to be at risk of bullying, or who have suffered from bullying in the past will be given additional support and guidance.
- With children who have bullied others, they will be given advice and support and taught strategies to enable them to bring unacceptable behaviour under control and to prevent further incidents.

The school recognises that there are particular times when children will be more vulnerable to bullying – playtime and the beginning and ends of the school day. Arrangements are made to ensure that there is adequate supervision at these times through the staff's Duty Rota.

Advice to Pupils

When you are being bullied:

- **Be firm and clear -look them in the eye and tell them to stop**
- **Get away from the situation as soon as possible**
- **Tell an adult what has happened straightaway**

After you have been bullied:

- **Tell a teacher or another adult in your school**
- **Tell your family**
- **If you are scared to tell a teacher or an adult on your own, ask a friend to go with you**
- **Keep on speaking up until someone listens**
- **Don't blame yourself for what has happened**

When you are talking about bullying with an adult, 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**

Advice to Parents

Parents who believe their children are the victims of bullying are encouraged to share their concerns with the school at the earliest opportunity and to be prepared to work with the school to keep children safe in the future. All expressions of concern will be treated seriously and investigated thoroughly.

Positive Handling Policy

The school has a separate policy on intervention techniques relating to the use of physical interventions to manage behaviour, a copy of which is available to parents on request.

Further details

The government's 'Safe to Learn' policy can be downloaded from:

<http://www.teachernet.gov.uk/doc/11907/Summary%20-%20Safe%20to%20Learn.pdf>

A copy is also kept in the Headmistress's office.

June 2007

Reviewed: September 2009, February 2010

Reviewed by: Whole Staff
Elizabeth Brown (governor)

Next review date: February 2011.