

Hillshott Infant School and Nursery



Anti-bullying Policy 2024

The named member of school staff responsible for this policy and its implementation is:

Melissa Peacock	Headteacher
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Hillshott Infant School and Nursery Anti-Bullying Policy

1 Introduction

- 1.1 Guidance defines bullying as 'behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally'. Bullying can be direct (either physical or verbal) or indirect (for example being ignored or not spoken to).
- 1.2 This policy should be read alongside the Behaviour Policy for further information on positive behaviour management.

2 Aims and objectives

- 2.1 Bullying is wrong and damages individual children. We do all we can to prevent it by developing a school ethos in which bullying is regarded as unacceptable.
- 2.2 We aim to produce a safe and secure environment where all children can learn without anxiety, and measures are in place to reduce the likelihood of bullying.
- 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.

3 The role of governors

- 3.1 The governing body supports the head teacher in all attempts to eliminate bullying from our school. The governing body will not condone any bullying in our school, and any incidents of bullying that do occur will be taken seriously, and dealt with appropriately.
- 3.2 The governing body monitors incidents of bullying that do occur, and reviews the effectiveness of this 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 A parent who is dissatisfied with the way the school has dealt with a bullying incident can ask the chair of governors to look into the matter. The parent must have first spoken to the class teacher and head teacher regarding the matter in order to allow the school the opportunity to

address any concerns. The governing body will respond within ten days to any request from a parent to investigate incidents of bullying. In all cases the governing body notifies the head teacher, and asks her to conduct an investigation into the case, and to report back to a representative of the governing body.

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 identify and deal with incidents of bullying. The head teacher reports to the governing body about the effectiveness of the anti-bullying policy on request, and in termly reports to governors.
- 4.2 The head teacher ensures that all children and members of the school community 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 an assembly as the forum in which to discuss with other children why this behaviour was wrong.
- 4.3 The head teacher ensures that all staff, including lunchtime staff, receive sufficient training to be equipped to identify and deal with all incidents of bullying. All staff are given access to the policy at induction and staff meetings regularly review procedures and reporting arrangements.
- 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, safe and welcoming environment, bullying is far less likely to be part of their behaviour.
- 4.5 The head teacher ensures that all staff are aware of the need to monitor and record any incidents of bullying. Any such behaviour is logged and recorded on CPOMS and reviewed by the SLT to ensure that prompt and timely action is taken.
- 4.6 The head teacher ensures that all staff regularly remind children what to do if they are worried about any matters at school, and as part of the whole school ethos staff encourage children to use the Zones of Regulation to allow children to indicate if they are worried about any matters including bullying or unkind behaviour.
- 4.7 The head teacher will listen to any parent or person with parental responsibility who wishes to discuss matters related to alleged bullying and put into place agreed actions to support those who are being bullied and those who may be involved in bullying behaviour.
- 4.8 The head teacher will speak to the parents of any child who is involved in bullying behaviour, both as perpetrator or victim, and work with the family to ensure such behaviour is not repeated. Where needed the head teacher may involve appropriate external support.

- 4.9 The head teacher is responsible for ensuring a timely action plan is put into place for any identified bullying, and that the staff are all aware of any such plan.

5 The role of the teacher and support staff

- 5.1 All staff have the duty to be vigilant in ensuring that the school is a safe and welcoming environment for all children and members of the school community. Bullying behaviour is never to be tolerated. All staff must be aware of the policy and uphold expectations of behaviour.
- 5.2 Teachers keep their own records of all incidents that happen in their class. If teachers witness an act of bullying, they will record the incident and discuss it with a member of the SLT. One off incidents of unkindness or reports by children are monitored carefully and should a pattern be noted this will be discussed with the SLT or head teacher so that a plan can be put into place to support all children involved. Parents and carers would be informed of such a plan as soon as practicable either by the head teacher or the class teacher.
- 5.3 Any member of staff observing what they feel may be bullying behaviour should in the first instance discuss the behaviour with the class teacher. If needed a record of the incident will then be made and uploaded to CPOMS and the class teacher will discuss this with the SLT or head teacher.
- 5.4 Any member of staff who has a conversation with a parent or carer in which the adult alleges bullying behaviour is occurring must record the conversation and report it to the head teacher. The head teacher will then investigate any such allegations fully and put an action plan into place if needed.
- 5.4 Any action plan may involve counselling and support for the victim of the bullying, and sanctions for the child who has carried out the bullying. Staff will spend time talking to the child who has bullied, explaining why their action was wrong, and that child is encouraged to also change their behaviour in future. We will support any child who has been bullied and offer them a range of support appropriate to their age and need. Strategies will be put in place to minimise any further occurrences.
- 5.5 Teachers use a range of methods to help prevent bullying and to establish a climate of trust and respect for all. They use drama, role-play, stories etc., within the formal curriculum, to help children understand the feelings of bullied children. Circle time, assemblies and PSHE materials are used to praise, reward and celebrate the success of all children, to help create a positive atmosphere.

6 The role of parents and carers

- 6.1 Parents or carers, 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. The school will investigate any concerns or worries following procedures. We want all children and families to feel confident that their concerns are taken seriously. We do not tolerate bullying in our school.

- 6.2 Parents should contact the head teacher if they are not satisfied with the response from their child's class teacher. The head teacher will then make an appointment to fully discuss any concerns and to develop an agreed action plan.
- 6.3 If after discussion with the head teacher, a parent or carer is not happy with the outcomes they should then follow the school complaints procedure. A copy of this is available on the school website or from the school office on request.
- 6.3 Parents have a responsibility to support the school's anti-bullying policy, actively encouraging their child to be a positive member of the school.
- 6.4 Parents or carers should not directly approach either another child or the parents/carers of a child to discuss matters relating to bullying. All matters should be resolved through the school staff. Parents or carers are reminded not to share information that may be offensive to any member of the school community (pupils, families and school staff). This includes the upload of any information on social media sites.

7 The role of children

- 7.1 Children are encouraged to tell an adult they trust if they are being bullied, and if the bullying continues, they must keep on letting people know.
- 7.2 Children are invited to tell us their views about a range of school issues, including bullying, in regular school council meetings and in circle times and discussions in class. This informs planning and teaching of PSHE activities to support children's needs.
- 7.3 Children are encouraged to use the Zones of Regulation displays to share their worries and concerns.
- 7.4 Each class has the class rules on display which have been agreed by the children. The children are reminded of these regularly.
- 7.5 Children are expected to follow the school rules and accept consequences if they do not follow the rules. All children are encouraged to let an adult know if they see a child being hurt or upset by other children.

8 **Monitoring and review**

- 8.1 This policy is monitored by the head teacher, who reports to governors on request about the effectiveness of the policy.
- 8.2 This anti-bullying policy is the governors' responsibility, and they review its effectiveness annually. They may do this by examining CPOMS records, where incidents of bullying are recorded, and by discussion with the head teacher. Governors analyse information for patterns of people, places or groups. They look out in particular for racist bullying, or bullying directed at children with disabilities or special educational needs. This is in line with Government guidance.
- 8.3 This policy will be reviewed annually, or earlier if necessary.