



ARK Little Ridge
Primary Academy

ANTI-BULLYING POLICY



POLICY INFORMATION

Named personnel with designated responsibility for anti-bullying.

Academic year	Designated Senior person	Deputy Designated Senior person	Nominated Governor	Chair of Governors
2014/2015	Sarah Bailey	Jo Feeney		
2015/2016	Sarah Bailey	Michelle Hawke		
2016/2017	Simon Hawthorne	Jan Thompson	Fiona Lewis	Micky Sandell

Policy review dates (frequency of review: Bi - Annual)

Review Date	Changes made	By whom
September 2014	Policy created	Sarah Bailey
September 2015	Policy Reviewed	Sarah Bailey
September 2016	Policy Reviewed	Mark Rankin

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1 STATEMENT OF INTENT

At ARK Little Ridge Primary Academy we have policy of prevention. Preventing bullying makes it easier to respond to incidents when they occur. It also enables us to create an ethos in which the whole academy community is clear that bullying is completely unacceptable and will not be tolerated.

2 REVIEW OF THE POLICY

- 2.1 In line with other policies, this policy will be reviewed bi-annually. It may also be reviewed and amended, in consultation with all stakeholders, in the light of events or experience. The Stakeholders of this policy are children, staff, parents and carers, ARK trustees and ARK Schools management board.
- 2.2 Data from the monitoring and recording of incidents (including 'nil' returns) will also inform policy review and will be seen by the governing body at governing body meetings.

3 AIMS OF THE POLICY

The aims of the Policy are:

- 3.1 To ensure that all pupils learn in a supportive, caring and safe environment without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated. Only when all issues of bullying are addressed will pupils be able to fully benefit from the opportunities available at the Academy.
- 3.2 To assist in creating an ethos in which attending ARK Little Ridge Primary Academy is a positive experience for all members of our community.
- 3.3 To make it clear that all forms of bullying are unacceptable at ARK Little Ridge Primary Academy.
- 3.4 To enable everyone to feel safe while at ARK Little Ridge Primary Academy and encourage pupils to report incidents of bullying.
- 3.5 To deal with each incident of bullying effectively, taking into consideration the needs of all parties and of our community, and, as a result, to reduce the incidents of bullying.
- 3.6 To support and protect victims of bullying and ensure they are listened to.
- 3.7 To help and support children displaying bullying behaviour to change their attitudes and understand why it needs to change.
- 3.8 To liaise with parents/carers and other appropriate members of the Academy community.
- 3.9 To ensure all members of our community feel responsible for helping to reduce bullying

4 OBJECTIVES OF THE POLICY

- 4.1 To provide evidence that our whole community has ownership of the academy's Anti-Bullying Policy.
- 4.2 To maintain and develop effective listening systems for children and staff within ARK Little Ridge Primary Academy.
- 4.3 To involve all staff in dealing with incidents of bullying effectively and promptly.
- 4.4 To equip all staff with the skills and information necessary to deal with incidents of bullying.
- 4.5 To involve the wider academy community (e.g. midday supervisors, part-time staff/volunteers) in supporting anti-bullying measures by dealing with and referring bullying incidents..
- 4.6 To communicate with parents/carers and the wider academy community effectively on the subject of bullying.
- 4.7 To acknowledge the key role of every staff member in dealing with incidents of bullying.
- 4.8 To ensure that all incidents of bullying are recorded and appropriate use is made of the information, where appropriate sharing it with relevant organisations.
- 4.9 To promote emotional health and wellbeing across the whole academy/setting and for all members of our community to role-model this in all situations.

5 WHAT IS BULLYING:

- 5.1 Bullying is defined as deliberately hurtful behaviour, repeated over a period of time, where it is difficult for those being bullied to defend themselves. Bullying can be one or more of the following categories:
- a **Emotional:** being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures).
 - b **Physical:** pushing, kicking, hitting, punching or any use of violence.
 - c **Racist:** racial taunts, graffiti, gestures.
 - d **Sexual:** unwanted physical contact or sexually abusive comments.
 - e **Homophobic:** because of, or focussing on the issue of sexuality.
 - f **Verbal:** name-calling, sarcasm, spreading rumours, teasing.
 - g **Cyber:** all areas of internet, such as email and internet chat room misuse, mobile threats by text messaging and calls, misuse of associated technology, i.e. camera & video facilities.
- 5.2 It is important to understand that bullying is not the occasional falling out with friends, name calling, arguments or when the occasional 'joke' is played on someone. Children will sometimes fall out or say things because they are upset. When occasional problems of this kind arise it is not classed as bullying, but it is dealt with using our behaviour systems and in a way that is designed to educate. It is an important part of a child's development to learn how to deal with friendship breakdowns, the odd name calling or childish prank. We all have to learn how to deal with these situations and develop social skills to repair relationships. We will provide where necessary specific education and support to enable pupils to improve their understanding of how to respond to these situations, as well as educating our pupils on the appropriate way to conduct themselves in certain social settings. We all have to recognise that children have different sensitivities and will respond according to these sensitivities, and adapt our responses and actions accordingly and sensitively to the needs of all children.
- 5.3 Pupils who are being bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, lacking concentration or refusal to enter or attend the Academy. These behaviours, however, do not in and of themselves mean that bullying is taking place. Likewise, bullying may occur without these behaviours appearing. Pupils must be encouraged to report bullying at the Academy. The Academy staff must be alert to the signs of bullying and act promptly and firmly against it in accordance with the Academy policy. We have a zero tolerance approach to bullying but we cannot prevent every situation occurring,

6 PRACTICE AND PROCEDURES

6.1 What we do to prevent bullying

- 6.1.1 Everyone involved in the life of the Academy must take responsibility for promoting a common anti-bullying approach. We aim to:
- a Be supportive of each other.
 - b Provide positive role models.
 - c Convey a clear understanding that we disapprove of unacceptable behaviour.
 - d Be clear that we all follow the rules and shared values of ARK Little Ridge Primary Academy.
 - e Be fully involved in the development of the Anti-Bullying Policy and support anti-bullying practice.
 - f Ensure the policy is applied fairly and consistently.
- 6.1.2 All members of the academy community are expected to report or follow up incidents of bullying. **All Staff** have a vital role to play as they are at the forefront of behaviour management and supporting children's sense of well-being. They have the closest knowledge of the children in their care, and should build up a relationship involving mutual support, trust and respect.
- 6.1.3 All ARK Little Ridge Primary Academy Staff will:
- a Provide children with a framework of good behaviour including rules which support the whole academy policy.
 - b Emphasise and behave in a respectful and caring manner to children and colleagues, to set a good tone and help create a positive atmosphere.
 - c Raise awareness of bullying through activities, stories, role-play, discussion, peer support, academy council, PSHE etc.
 - d Keep the governing body informed, through LGB meeting reports.
 - e Provide a key staff member who is responsible for the monitoring of the policy.

6.2 Implementation

ARK Little Ridge Primary Academy procedures when dealing with incidents:

- a If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached.
- b If it is likely that bullying may be occurring or has occurred, a clear account of the incident will be recorded and given to the appropriate Phase Leader, Assistant Head teacher, Head of School or Inclusion Manager.

- c The Phase Leader, Assistant Head teacher, Head of School or Inclusion Manager will interview all concerned and will record the incident.
- d The Head of School will be kept informed and if it persists they may involve external agencies to support the academy in addressing the issue.
- e Parents/carers will be kept informed.
- f Punitive measures will be used as appropriate and in consultation with all parties concerned.

6.3 Statutory duty of academies

The Head of School has a legal duty under the School Standards and Framework Act 1998 to draw up procedures to prevent bullying among pupils and to bring these procedures to the attention of staff, parents/carers and pupils. Each ARK Academy will develop bespoke procedures for the reporting of, dealing with and prevention of bullying.

- 6.4 The Inclusion Manager is responsible for monitoring and the implementation of the Anti-Bullying Policy and ensuring it procedures are applied consistently and fairly, and for providing guidance where necessary on how each specific bullying issue should be dealt with and responded to.

6.5 Pupils

6.5.1 Pupils who have been bullied will be supported by Staff in the following ways.

- a Offering an immediate opportunity to discuss the experience with a member of staff (of their choice where possible).

Reassuring the pupil.

- c Offering continuous support.
- d Restoring self-esteem and confidence.
- e Restorative justice work

6.5.2 Pupils who have bullied will be helped by:

- a Discussing what happened. Taking part in a discussion.....
- b Discovering why the pupil guilty of bullying became involved.
- c Establishing the wrong doing and need to change, as well as suggesting strategies to assist change.
- d Informing parents/carers to help change the attitude of the pupil.
- e Restorative Justice work.

6.5.3 The following disciplinary steps may be taken; each case will be judged on its merit and a decision taken on the most appropriate response:

- a Explanation why the inappropriate behaviour is unacceptable.
- b Reparation of damaged relationships.
- c Time away from an activity.
- d Meeting with staff, parent and child.
- e Missing another activity.
- f Time out from the classroom.
- g Pastoral support plan.
- h Official warnings to cease offending.
- i Detention.
- j Exclusion from certain areas of the academy premises.
- k Minor fixed-term exclusion.
- l Major fixed-term exclusion.
- m Permanent exclusion.

6.5.4 Within the curriculum the Academy will raise the awareness of the nature of bullying through inclusion in PSHE, registration time, assemblies and subject areas, as appropriate, in an attempt to eradicate such behaviour.

6.6 Support

6.6.1 At ARK Little Ridge Primary Academy, we will continue to support this policy in the following ways:

- a We continue to address staff training needs, by organising regular training to tackle all forms of bullying, through behaviour management training, homophobia and e-safety training.
- b By providing information and support for pupils, by making age-appropriate information about services and support available to all pupils. For example, we can refer pupils to services including Child Line for additional support.
- c We incorporate addressing bullying in curriculum planning, by trying to include teaching about homophobia as well as other forms of discrimination, prejudice and stereotyping in an age-appropriate way and in accordance with curriculum subject frameworks and guidance so that pupils understand and appreciate diversity. This is done formally in lesson times.

7 EQUALITY IMPACT STATEMENT

We will do all we can to ensure that this policy does not discriminate, directly or indirectly. We shall do this through regular monitoring and evaluation of our policies. On review we shall assess and consult relevant stakeholders on the likely impact of our policies on the promotion of all aspects of equality, as laid down in the Equality Act (2010). This will include, but not necessarily be limited to: race; gender; sexual orientation; disability; ethnicity; religion; cultural beliefs and pregnancy/maternity. We will use an appropriate Equality Impact Assessment to monitor the impact of all our policies and the policy may be amended as a result of this assessment.