



# Anti-Bullying Policy

## UNCR Articles relevant to this policy

- ❖ **Article 19 (Protection from all forms of violence):** Children have the right to be protected from being hurt and mistreated, physically or mentally.
- ❖ **Article 28: (Right to education):** All children have the right to a primary education, which should be free. Discipline in schools should respect children's dignity. For children to benefit from education, schools must be run in an orderly way. Any form of school discipline should take into account the child's human dignity.
- ❖ **Article 29 (Goals of education):** Children's education should develop each child's personality, talents and abilities to the fullest. It should encourage children to respect others, human rights and their own and other cultures. It should also help them learn to live peacefully, protect the environment and respect other people.

Policy last ratified and adopted	February 2020
Policy due for review	February 2022

## Definition

This policy refers to all forms of bullying - this includes:

- bullying relating to race, gender, religion and culture
- homophobic bullying
- bullying related to special educational needs and disabilities
- sexist and sexual bullying
- the use of cyber technology to bully

***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 or the internet), and is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender, sexual orientation, or because a child is adopted or has caring responsibilities. It might be motivated by actual differences between children, or perceived differences.***

(Preventing and Tackling Bullying, Advice for Headteachers, Staff and Governing Bodies, 2014, Department for Education)

At Colindale Primary School, our ethos is centred around our Rainbow Values and UN Convention of the Rights of the Child. The promotion of British Values is integral to our curriculum, community, vision and within our relationships.

### Colindale Rainbow Values

Respecting each other, ourselves and the global environment

Aspiring to be the best that we can be

Including everyone in everything

Never giving up

Being a good friend

Optimistic about making the world a better place

Working together to achieve more than we can achieve by ourselves

Colindale is a UN Convention of the Rights of the Child school where children are valued, their talents are nurtured and they are able to thrive in an inspiring environment.

We value our diverse community where everyone has a voice.

At Colindale Primary School bullying will not be accepted or condoned.

All forms of bullying will be addressed.

Bullying can include:

- Physical pushing, kicking, hitting, pinching etc.
- Name-calling, sarcasm, spreading rumours, persistent teasing and emotional torment through ridicule, humiliation, and the continual ignoring of individuals
- Racial taunts, graffiti, gestures, sexual comments, and/or suggestions

- Unwanted physical contact

We are aware that children from ethnic minorities, children who are trans or gender questioning, disabled children and those with learning difficulties are more vulnerable to this form of abuse and may well be targeted. We also acknowledge that children may bully others in response to the difficult circumstances they themselves are experiencing.

### **Aims**

The aims of our anti-bullying policy are as follows:

- to create an ethos in which attending our school is a positive experience for all members of our community
- to make it clear that all forms of bullying are unacceptable at our school
- to enable everyone to feel safe while at Colindale Primary School
- to teach children that it is their right to be safe and protected from harm
- to encourage pupils to report incidents of bullying, including cyber bullying
- to deal with each incident of bullying as quickly and as effectively as possible, taking into consideration the needs of all parties and of our community, and, as a result, to reduce the incidents of bullying
- to support and protect victims of bullying and ensure they are listened to
- to help and support children/young people displaying bullying behaviour to change their attitudes and understand why it needs to change
- to ensure all members of our community feel responsible for helping to reduce bullying

### **Statement of Intent**

We at Colindale Primary School believe that:

- bullying, including cyber bullying, is unacceptable
- bullying is a problem to which solutions can be found
- seeking help and openness are regarded as signs of strength not weakness; we are a 'telling' school
- all members of our community will be listened to and taken seriously
- everyone has the right to enjoy and achieve in an atmosphere that is free from fear
- pupils will talk to an adult if they are worried about bullying, including cyber bullying, and have a right to expect that their concerns will be listened to and treated seriously
- our pupils are involved in decision-making about matters that concern them
- we tackle bullying best by encouraging an environment where individuality is celebrated and individuals can develop without fear
- we maintain and develop effective listening for children and staff within our school, through PSHE, circle time, assemblies, our whole school focus on the UN Convention of the Rights of the Child, and constantly promoting the message that all our children are important and have the right to be safe, happy, respected, listened to and supported.

We will ensure that:

- all staff address incidents of bullying, including cyber bullying, effectively and promptly
- all adults who have contact with our children e.g. mealtime supervisors, part-time staff, volunteers and support staff know how to respond if they witness or are told of a bullying incident
- we communicate with parents and the school community effectively on the subject of bullying, its definitions and how to report it
- we acknowledge the key role of every staff member in dealing with incidents of bullying
- all incidents of bullying are recorded and appropriate use is made of the information, where appropriate sharing it with relevant organisations, providing support and education for both the victim and the bully in order to positively affect future behaviour
- we promote emotional health and wellbeing across the whole school, and all members of our community will role-model this in all situations. Resources are available to teachers and pupils to use in class. All classes have an *Emotional check-in* board.

#### **Reporting incidents of bullying: advice for parents/carers.**

There are several methods for reporting suspected bullying incidents:

- make a report in person to a member of staff
- contact the school by phone and ask to speak to your child's teacher, the Deputy Head or the Headteacher
- email the school
- write a letter

Our contact details are: Colindale Primary School, Clovelly Avenue, London NW9 6DT  
Telephone: 020 8205 8706

Email: [office@colindale.barnetmail.net](mailto:office@colindale.barnetmail.net)

#### **Investigating allegations of bullying**

When parents/carers have raised a concern about a potential bullying issue, it is important that they be assured that action will be taken. Our response will be as follows:

- The Headteacher, Deputy Headteacher, or one of the team of Assistant Headteachers, will carry out an investigation, talking to all parties concerned to establish what has happened and if the incident is in fact an act of bullying.
- The Headteacher, Deputy Headteacher or Assistant Headteacher, will talk to the parents/carers of the victim, as well as the parents of the child accused of bullying (this would usually be done separately) within 5 working days.

- Parents/carers should be aware that no other child can be discussed with them apart from their own.

### **Our approaches to dealing with bullying**

#### **Everyone**

We believe that everyone involved in the life of Colindale Primary School must take responsibility for promoting a common anti-bullying approach.

We agree to:

- tell
- be supportive of each other
- provide positive role models
- convey a clear understanding that we disapprove of unacceptable behaviour
- be fully involved in the development of the anti-bullying policy and support anti-bullying practice
- support each other in the implementation of this policy

#### **Staff, including supply staff**

- All staff are expected to report incidents of bullying to their Phase Leader/Assistant Headteacher, Deputy Head, or in their absence the Headteacher.
- 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.

#### **Staff have agreed to:**

- Provide children with a framework of behaviour including rules which support the whole school policy, as laid out in the school's Behaviour Policy
- Behave in a respectful and caring manner to children/young people and colleagues, to set a good tone and help create a positive atmosphere
- Raise awareness of bullying, including cyber bullying, through the curriculum including activities, stories, role-play, discussion, peer support, school council, etc.
- Through the Headteacher, to keep the governing board well informed regarding issues concerning bullying.

#### **Governors**

Governors have a duty to:

- Be fully informed on matters concerning anti-bullying
- Regularly monitor incident reports and actions taken to be aware of the effectiveness of this policy
- Identify one governor to be the nominated 'link' within the leadership structure.

Our safeguarding governor is Mr Hakan Gokce.

Through the development and implementation of this policy, we at Colindale Primary School hope that all children, parents/carers and staff will:

- Feel confident that everything is being done to make our school a safe and secure environment in which quality learning can then take place
- Feel supported in reporting incidents of bullying, including cyber bullying
- Remember that we are a 'telling' school and be reassured that if any member of our school 'tells', they will be listened to with sensitivity and respect, and action will be taken.

## **APPENDIX A**

### All STAFF

Before recording an incident it may be useful for staff to consider the following:

- Has the incident with the child or group of children occurred several times within a reasonably short period of time?
- Is it a disagreement or the result of play which has got out of hand?
- Is it a 'falling out of friends' matter?
- Are you sure that the child has not had at least partial responsibility for the incident?
- Can you recognise a pattern to the incidents?
- Have you noticed any change in the child's behaviour?

Although incidents may not be bullying, they should always be followed up thoroughly in school and dealt with appropriately with timeliness and sensitivity. All incidents of bullying (as defined in our policy) will be recorded by the school. The AHT, DHT or Headteacher in their absence, will take responsibility for ensuring that the incident is properly recorded on Integris and that the record is updated as necessary throughout an investigation.

Parents/carers of all children involved will be informed of what has happened, and how it has been dealt with. All discussions and actions relating to the incident/investigation will be documented.

## APPENDIX B

### ADDITIONAL INFORMATION FOR PARENTS

Whenever a bullying incident is discovered, we will go through a number of steps. The exact nature of each step will be adapted to suit the nature and severity of the incident and the response of those involved. Before progressing it may be useful for parents/carers to consider the following:

- Has the incident with the same child or group of children occurred several times within a reasonably short period of time?
- Is it a disagreement or the result of play which has got out of hand?
- Is it a 'falling out of friends' matter?
- Are you sure your child has not had at least partial responsibility for the incident?
- Can you recognise a pattern to the incidents?
- Have you noticed any change in your child's behaviour?

When a bullying incident has come to the attention of Colindale Primary School, it will always be taken seriously, investigated and actioned. However, we cannot report back to the parent/carer about any child except their own.

#### Colindale Primary School will:

- Talk the incident through with all parties involved
- Support the person who has been bullied to express their feelings
- Support the person displaying the bullying behaviour to express their feelings
- Discuss which rule(s) have been broken
- Discuss strategies for making amends in line with our behaviour policy, and may include:
  - Explanation why the inappropriate behaviour is unacceptable
  - Reparation of damaged relationships
  - Time away from an activity
  - Meeting with staff, parent and child
  - Missing another activity
  - Formal letter home from the Headteacher expressing concerns
  - Time out from the classroom
  - Yellow behaviour report card
  - Internal exclusion for a fixed period
  - Fixed term exclusion
  - Permanent exclusion

## APPENDIX C

### Monitoring, evaluation and review

The school will review this policy every two years and assess its implementation and effectiveness. This policy will be promoted and implemented throughout the school. This policy is part of our commitment to safeguarding children. It should be read in conjunction with our other safeguarding policies and procedures which promote safeguarding such as our Behaviour Policy and Child Protection Policy. Our policies are available on the school website or hard copies are available upon request.

The effectiveness of this policy will be monitored through:

Seeking the views of children on the extent and nature of bullying	
Ensuring children contribute to ideas about how to tackle bullying	
Ensuring there is a safe and secure means of complaining about bullying	
Asking if children feel able to tell a member of staff if they are being bullied, or if they have seen someone else being bullied or that someone is bullying	
Asking if children feel that there will be consistent response whichever member of staff they tell	
Checking that all bullying is dealt with promptly	
Ensuring that all children are aware of sanctions that may be applied to cases of bullying	
Supporting children who display bullying behaviour to change their behaviour	
Supporting children who are the targets of bullying	
Ensuring that the policy and practice consistent with The Equality Act 2010	
Providing support at times of transition and for particularly vulnerable groups and individuals	
Ensuring all staff respond in line with the policy	
Providing training for all staff about bullying and how to respond to it	
Setting up peer support schemes when needed	
Keeping records of incidents of bullying	
Ensuring a shared understanding of what constitutes bullying across the school community (Children, staff, governors, parents/carers)	
Analysing data for patterns (people, places, groups) and this informing changes	
Publicising to parents who to contact if they are worried about bullying	