

## Anti-Bullying Policy

### Statement of Intent:

At Forest Gate Academy, we are committed to providing a positive, caring and safe environment for all of our children so that they can learn and play in a relaxed and secure environment.

**Bullying of any kind prevents this from happening and will not be tolerated in our school.**

We take all incidents of bullying seriously and believe that no-one deserves to be a victim of bullying. It is our aim to challenge attitudes about bullying, to increase awareness and understanding of it and to ensure clear support and intervention systems exist for victims of bullying. Bullying behaviour must be challenged and bullies must be supported in understanding how to change such behaviour. We believe this will help to build an anti-bullying and value-based ethos in our school.

At Forest Gate Academy, we acknowledge that bullying can and does happen from time to time. When bullying does occur, everyone should know how to use a reporting system that ensures that incidents will be dealt with promptly and effectively in accordance with our school anti-bullying policy. We are a TELLING school. This means that *anyone* who knows that bullying is happening is expected to tell the staff.

Our anti-bullying policy should be read in conjunction with our school's behaviour policy and behaviour procedures.

### Aims:

The aim of this policy is to outline how our school will work to prevent and eradicate any behaviour deemed as bullying. The implementation of this policy aims to create an ethos where bullying is regarded as unacceptable, so that a safe, secure and pro-social environment is created for everyone to learn and work in. All members of the school have a responsibility to recognise bullying when it occurs and take appropriate action in accordance with the school policy. This will happen in the following ways:

- The school will meet the legal requirement for all schools to have an anti-bullying policy in place.
- The school will work closely with other professional agencies to ensure that children stay safe as stated in The Children Act 1989, The SEN and Disability Act 2001, The Government Green Paper 'Every Child Matters' 2003 (outcome 2) and The Children Act 2004.
- The school will aim to eliminate discrimination in line with the principles of the Equality Act 2010
- All governors, teaching and non-teaching staff, pupils and parents/guardians will understand what bullying is.
- All governors, teaching and non-teaching staff will know what the school policy is on bullying and will consistently and swiftly apply it when bullying is reported (including any relevant disciplinary measures).
- All pupils and parents/carers will know what the school bullying policy is and what they can do if bullying occurs.

- Pupils and parents/carers will be assured that they will be supported when bullying is reported.
- Staff will prevent bullying in all forms wherever possible through planned and effective teaching relating to the issues surrounding it
- Meeting the needs of all pupils, especially those who are vulnerable and putting in place measures which support victims and those who may be carrying out bullying
- Whole school initiatives (staff training, celebration assemblies etc) and proactive teaching strategies (PHSE [Personal, Health & Social Education] lessons, circle time etc) will be used throughout the school to ensure an increased awareness of bullying and to celebrate and safely explore the differences between people which can lead to bullying
- A positive, pro-social, open ethos will be created where everyone can work, play and express themselves, without fear of being bullied. This will reflect and celebrate the diversity and tolerance of modern Britain.

### **What is Bullying?**

The staff, parents and children of Forest Gate Academy define bullying as follows:

*“Bullying is when an individual or group deliberately intend to hurt or make another feel unhappy, unsafe/threatened or humiliated through an abuse of power. It is repeated over a period of time and it is very difficult for the victims to defend themselves. (Remember STOP- Several Times On Purpose)”*

#### **Bullying can be:**

- **Emotional**- being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures), ridicule, humiliation
- **Verbal**- name-calling, sarcasm, spreading rumours, threats, teasing, making rude remarks, making fun of someone
- **Physical**- pushing, kicking, hitting, pinching, throwing things at someone, biting, spitting, punching or otherwise causing physical harm, taking/demanding or hiding someone’s belongings
- **Racist**- racial taunts, graffiti or gestures that make fun of a person’s culture and religion
- **Sexual**- unwanted physical contact or sexual violence, sexually abusive or sexist comments/jokes (including online), which may be stand-alone or part of a broader pattern of abuse. Up-skirting, which typically involves taking a picture under a person’s clothing without them knowing and sexting (also known as youth produced sexual imagery)
- **Homophobic**- because of/or focussing on sexuality.
- **Online/cyber** - setting up ‘hate websites’, sending offensive text messages to or about victims, abusing the victims via their mobile phones, social media, email or other forms of technology (please see the school’s Cyberbullying Policy)
- Any unfavourable or negative comments, gestures or actions made to someone relating to their disability or special educational needs.
- Initiation/hazing type violence and rituals

Please see [Keeping Children Safe in Education 2019](#)

#### **Bullying is not:**

It is important to understand that bullying is not the occasional falling out with friends, name calling, arguments or when an occasional trick or joke is played on someone. It is bullying if it is done **Several Times On Purpose (STOP)**. Children sometimes fall out or say things because they are upset. When problems of this kind arise, it is not classed as bullying. It is an important part of children’s development to learn how to deal with

friendship breakdowns and the odd name calling or childish prank. We will support children in helping them learn how to resolve these situations and to develop social skills to repair relationships.

### **Signs and Symptoms of Bullying:**

A child may indicate, by different signs or behaviour, that he or she is being bullied. Adults should be aware of these signs and investigate further if a child:

- is frightened of walking to or from school
- doesn't want to go on the school bus/in the taxi
- begs to be driven to school
- changes their usual routine/route to school
- has poor attendance and punctuality
- begins truanting
- becomes withdrawn, anxious or lacking in confidence
- shows changes in self-esteem
- displays changes in their relationships with children or adults
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to underperform in school work
- has problems with concentration
- comes home with clothes torn or books damaged
- has possessions go "missing"
- asks for money or starts stealing money (to pay the bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home very hungry (money/snack/sandwiches have been stolen)
- becomes aggressive, disruptive or unreasonable
- starts swearing or using aggressive language for no apparent reason
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above

*NB These signs and behaviours could indicate other problems, but bullying should be seriously considered a possibility and should be investigated as soon as possible.*

### **What can you do if you are being bullied?**

Wherever you are in school, you have the right to feel safe. Nobody has the right to make you feel unhappy. If someone is bullying you, it is important to remember that it is not your fault and there are people who can help you.

The children were asked this question and we have included some of their strategies in the list below:

- **Tell** someone (Tell someone you can trust – it can be a teacher, a teaching assistant, a midday supervisor, a parent, a prefect, a friend, a brother, a sister or a relative.) If you are scared, ask a friend to go with you when you tell someone.
- Try not to let the bully know that he/she is making you feel upset
- Try to ignore them

- Be assertive – stand up to them, look at them directly in the eye, tell them to stop and mean it
- Stay in a group, bullies usually pick on individuals
- Get away as quickly as you can
- If you don't feel you can talk to someone about it, write it down and give it to a trusted adult in school
- Keep a diary of what's been happening and refer to it when you tell
- Keep on speaking out until someone listens and helps you
- Never be afraid to do something about it and quickly
- Don't suffer in silence
- Don't blame yourself for what is happening

### **What can you do if you see someone else being bullied?**

(The role of the bystander) Ignoring bullying is cowardly and unfair to the victim. Staying silent means that the bully has won and gives them more power. There are ways you can help without putting yourself in danger, for example **tell** a member of staff as soon as possible or ask someone you trust about what to do.

- **Tell** a member of staff as soon as you can
- Don't smile or laugh at the situation
- Don't rush over and take the bully on yourself
- Refuse to join in
- If safe to do so, encourage the bully to stop bullying
- If you can, let the bully know you do not like his or her behaviour
- Shout for help
- Let the victim(s) know that you are going to get help
- Try and befriend the person being bullied
- Encourage the person to talk to someone and get help
- Ask someone you trust about what to do
- If you don't feel you can talk to someone about it, write it down and give it to a trusted adult in school

### **Procedures for Reporting and Responding to Bullying Incidents:**

All staff will respond calmly and consistently to all allegations and incidents of bullying at Forest Gate Academy. They will be taken seriously by all staff and dealt with impartially and promptly. All those involved will have the opportunity to be heard. Staff will protect and support all children involved whilst allegations and incidents are investigated and resolved. The following step-by-step procedure will be used for reporting and responding to bullying allegations or incidents:

1. Report all bullying allegations and incidents to staff.
2. Staff will make sure the victim(s) is and feels safe.
3. Appropriate advice will be given to help the victim(s).
4. Staff will listen and speak to all children involved about the incident separately at a level appropriate to their age and understanding.
5. The problem will be identified and possible solutions suggested.
6. Staff will attempt to adopt a problem-solving approach which will move children on from them having to justify their behaviour.
7. Appropriate action will be taken quickly to end the bullying behaviour or threats of bullying.

8. Staff will reinforce to the bully that their behaviour is unacceptable.
9. The bully (bullies) may be asked to genuinely apologise. Other consequences may take place and appropriate sanctions applied.
10. If possible, the pupils will be reconciled.
11. An attempt will be made, and support given, to help the bully (bullies) understand and change his/her/their behaviour. Further possible sanctions and consequences will also be made clear to the bully (bullies) at this point.
12. The incident will be recorded by staff on CPOM, including actions taken. This will notify SLT. Class teachers of involved parties will also be notified if they have not been involved prior to this point.
13. In serious cases parents will be informed and will be invited to come into school for a meeting to discuss the problem. Their input and suggestions will also be welcomed as well as an agreement on further monitoring and consequences arising from reoccurrence.
14. After the incident has been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.
15. Bullying incidents will be shared with staff at briefings.
16. *If appropriate*, particularly when bullying includes more than one child as a perpetrator, follow up work (discussions/role play) in class may be carried out as part of the PSHE curriculum.
17. The Behaviour Lead will present termly reports on serious bullying incidents to the Governors.
18. If necessary and appropriate, the Child Protection Officer in school, Social Services or police will be consulted.

The following sanctions may be used:

- Apologise to the victim(s) verbally or in writing
- Loss of privileges
- Loss of playtimes (stay with class teacher, write lines or do extra work)
- Work in the Behaviour Leads' classroom
- Spending playtimes and lunchtimes with an adult
- Parents invited in to school
- Placed upon school report/playground report
- Be withdrawn from participation in school visits, clubs and events not essential to the curriculum
- Internal exclusion
- Fixed term exclusion
- Permanent exclusion

### **Strategies for the Prevention and Reduction of Bullying:**

Prevention is a key element of our school's anti-bullying policy. Whole school initiatives and proactive teaching strategies will be used throughout the school to develop a positive learning environment with the aim of reducing the opportunities for bullying to occur.

These can include:

- Ensuring that there are a large number of staff on duty and that they are strategically positioned in all areas of the playground to avoid the possibility of blind spots or areas where bullying can occur unseen
- Using a large network of CCTV cameras around school which children are aware of and reminding them that they are monitored for their safety
- Ensuring members of SLT, teaching assistants, office staff and lunchtime assistants are visible and available during break and lunch if children need to talk

- Using clear systems to ensure that children are in class at the appropriate times and not able to move freely around the building unsupervised
- Using positive language that the children are used to and familiar with on a daily basis, not just when incidents of bullying occur or during the national anti-bullying week. E.g. **healthy** and **unhealthy** friendships, talk about using **kind/caring hands** instead of **hurtful hands**. Talk about **pro-social activities** and being **pro-social**, rather than **anti-bullying**. Promote being a **Telling** school and discourage **Bystanders**.
- Involving the whole school community in writing and reviewing the policy
- Undertaking regular questionnaires and surveys to monitor the extent of bullying in the school and the effectiveness of the anti-bullying policy
- Producing a 'child speak' version of the policy for the children
- Each class agreeing and referring to their own set of class rules/class charter
- Making national anti-bullying week a high-profile event each year
- Raising awareness through regular anti-bullying assemblies
- PHSE (Personal, Health & Social Education) scheme of work from Reception to Year 6 used to support this policy and to educate children on the diversity in society and the basic values of tolerance and understanding. We will ensure children understand the following strands of equality and diversity relevant to their age: age, disability, marriage and civil partnership, race, religion and belief, sex (gender), sexual orientation.
- Having regular circle time on bullying issues
- Setting up a Buddy support network where a small group of children volunteer to help and support an individual experiencing difficulty
- Exploring bullying through stories and books
- Using drama activities and role-play to help children be more assertive and teach them strategies they can apply in bullying scenarios
- Displaying an anti-bullying/pro-social display in the main school corridor
- Prominently displaying anti-bullying posters produced by the children around the school
- Introducing playground improvements and initiatives
- Implementing the Play Leaders system
- Using praise and rewards to reinforce good behaviour
- Encouraging the whole school community to model appropriate behaviour towards one another
- Organising anti-bullying training for all staff
- Involving parents and the wider community through the parent council and other workshops/events
- Multi agency work – working with social services, police etc.

### **Roles and Responsibilities:**

All teaching and non-teaching staff and all children have a responsibility to report incidences of bullying and help create a safe and happy environment. In particular, all staff will:

- Report incidents of bullying to senior leaders and deal with them in line with this policy and the positive behaviour policy
- Familiarise themselves with this policy and have an awareness of how their work contributes to its implementation
- Read "Keeping Children safe in Education 2019 and reference further sources of information at the back of that document
- Work to promote the principles and ethos of the policy through their own work with and around children
- Recognise anti-bullying as a shared responsibility
- Support the implementation and monitoring of the policy

- Promote inclusion and diversity through the curriculum and school environment including the learning resources they utilise

### **Race Equality/Inclusion Statement:**

The policies, system and practices at Forest Gate Academy set out to promote community cohesion and to provide a high-quality educational experience for all children.

At Forest Gate Academy we do not tolerate any form of racism, bullying or harassment.

Staff aim to maximise the potential of all our pupils through:

- Setting suitable learning challenges.
- Responding to children's diverse needs.
- Overcoming potential barriers to learning.

We recognise that it is the responsibility of the entire school community to seek to provide equality of opportunity for all our children regardless of culture, language, religion, ethnicity, ability, disability, gender, sexuality or social circumstance.

### **Monitoring and Evaluation of the Policy:**

To ensure this policy is effective, it will be regularly monitored and evaluated.

We aim to monitor the policy through CPOMs, annual questionnaires to the school community and work done during Anti-Bullying week.

### **Sources of Further Information, Support and Help:**

There is a vast amount of information and guidance available about bullying that can provide a wide range of support and help. The following list is just a small selection of the support available that teachers, parents and children have found useful.

<b>Name of organisation</b>	<b>Telephone number</b>	<b>Website</b>
Act Against Bullying	0845 230 2560	<a href="http://www.actagainstbullying.com">www.actagainstbullying.com</a>
Advisory Centre for Education (ACE)	0207 704 3370	<a href="http://www.ace-ed.org.uk">www.ace-ed.org.uk</a>
Anti-bully	not available	<a href="http://www.antibully.org.uk">www.antibully.org.uk</a>
Anti-Bullying Alliance (ABA)	0207 843 1901	<a href="http://www.anti-bullyingalliance.org.uk">www.anti-bullyingalliance.org.uk</a>
Anti-bullying Network	0131 651 6103	<a href="http://www.antibullying.net">www.antibullying.net</a>
Beatbullying	0845 338 5060	<a href="http://www.beatbullying.org.uk">www.beatbullying.org.uk</a>
Bully Free Zone	01204 454 958	<a href="http://www.bullyfreezone.co.uk">www.bullyfreezone.co.uk</a>
Bullying Online	020 7378 1446	<a href="http://www.bullying.co.uk">www.bullying.co.uk</a>
BBC	not available	<a href="http://www.bbc.co.uk">www.bbc.co.uk</a>
Childline	0800 1111 (helpline for children)	<a href="http://www.childline.org.uk">www.childline.org.uk</a>
Kidscape	020 7730 3300 (general enquiry number)	<a href="http://www.kidscape.org.uk">www.kidscape.org.uk</a>
	08451 205 204 (helpline for adults only)	<a href="http://www.beyondbullying.com">www.beyondbullying.com</a>
NSPCC	0207 825 2500	<a href="http://www.nspcc.org.uk">www.nspcc.org.uk</a>
Parentline Plus	0808 800 2222	<a href="http://www.parentlineplus.org.uk">www.parentlineplus.org.uk</a>

The Children's Legal Centre	0800 783 2187	<a href="http://www.childrenslegalcentre.com">www.childrenslegalcentre.com</a>
The Office of the Children's Commissioner	0844 800 9113	<a href="http://www.childrenscommissioner.org.uk">www.childrenscommissioner.org.uk</a>
UK Government Website	not available	<a href="http://www.direct.gov.uk">www.direct.gov.uk</a>

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Signed:

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