



Anti- Bullying Policy

Mattishall Primary's definition of bullying:

Bullying is when a child or children set out **deliberately** and **repeatedly** to hurt another child or children either physically or with words.

Bullying can happen in different ways:

Verbal (to your face or behind your back) - name calling, teasing, spreading rumours, threats etc

Physical - exclusion, hitting, kicking, punching, damaging or stealing another person's things etc

Cyber - messages by text, e-mail or through social media etc

There is a **zero tolerance of bullying** at our school.

We use a range of strategies to encourage children to behave well and take care of each other.

What the school does to prevent bullying:

- Follows 'PAWS for thought' school rules (Play Fairly; **A**ct kindly; **W**ork hard; **S**peak politely)
- Has a 'Behaviour' policy in place
- At the beginning of each academic year the children work with the class teacher to establish and agree a class working agreement
- Has an active school council/children's voice
- Children are taught what to do if somebody is doing something they do not like to themselves or others
- We learn about how to be a good citizen and taking care of others through our curriculum offer including Life Skills, PE and RE.
- Participates in the annual 'National Anti-Bullying' week
- Staff are suitably allocated and supervise at break times
- The MPS Friendship Squad are active at breaktimes

The children have designed this step by step guide of what a child/children should do if somebody is doing something they don't like in school:

- Say, 'STOP it I don't like it when . . .'
- Walk away
- Report any incidents to an adult who works in school as soon as possible
- Tell the Headteacher or Deputy Headteacher

Say, Walk, Adult, Tell (S.W.A.T)

What staff should do if they witness an incident or it is reported to them:

- Talk to all the children involved, and any witnesses, to try to find out the truth.
- Talk to the perpetrator and try to help them see why their behaviour is wrong.
- Complete an incident report on CPOMs and assign it to the Headteacher or Deputy Headteacher who are the Designated Safeguarding Leads.
- If bullying continues, talk to the bully's parent/carers and enable them to help us to help the bully to stop.
- Follow up to ensure that the bullying stops and that the bullied child feels safe by: keeping an eye on all the children involved at playtimes, lesson times and when moving about the school.

If a child is bullied, the school will ensure:

- that they know what steps to take to support themselves
- that they feel listened to and supported
- that their learning is not disrupted,
- that they know what consequences are given to the bully
- that they will be offered any necessary after care support

Outcomes for bullies:

- tell/show the bully that what they have done is unacceptable
- the bully apologises for the harm they have caused
- deter him/her from repeating the behaviour
- an appropriate sanction/support is put in place

Sanctions could include - loss of play time, excluded from class (working outside head teacher's office or in another classroom). If sanctions do not resolve the problem then the Headteacher will have a number of options; seek external support in the form of

counselling for the child, offer support for the family or they can temporarily exclude the bully.

The Headteacher or Deputy Headteacher will make contact with the parent/carers of the bully and the victim to explain what is happening through a face to face meeting or by sending a formal letter.

What a parent/carers should do if they suspect their child is being bullied or is bullying:

- Report it to a member of staff in school immediately
- Do not try to talk to the perpetrator/victim themselves or others involved including other children or parent/carers

At Mattishall Primary School, we will:

- make sure that children/staff/parent/carers know what to do if somebody is doing something to them/others that they do not like and make them feel safe
- notify the class teacher of any incidents if it is reported to another member of staff
- always listen and support children/parent/carers involved and try to find out the truth
- incidents of bullying will be followed up by the Class Teacher and Headteacher. Initially the Class Teacher will monitor the behaviour of those involved in the bullying, observing and talking to the children
- support the victim and the perpetrator in an appropriate manner
- work with parent/carers where appropriate of the victim and the perpetrator when an issue of bullying is brought to the Class Teacher or Headteacher's attention. The Class Teacher and Headteacher will inform them of what is happening and any actions being taken in line with the policy
- after a set period of time the Headteacher will speak to the child who was bullied to ensure that they are safe and happy in school
- help bullies to be happy and to learn the value of friendship
- have a zero tolerance to bullying

Reporting and recording bullying

Behaviour is managed in line with the 'Behaviour' policy. Incidents of unacceptable behaviour are recorded by staff on CPOMs. These incidents are assigned to the Headteacher and the Deputy Headteacher (Both DSLs). The Headteacher will speak with the child and will contact parent/carers where necessary to discuss the matter and a record of this will be kept on CPOMs. The contents of the incident reports on CPOMs are carefully monitored by the DSLs. The number of bullying incidents are reported to governors.

As a school we are also aware that bullying may occur between pupil/s - teacher, teachers-teachers and parent/carers -teachers. The school has a clear complaints procedure that pupils and parents may use should they feel they are being bullied by an adult (see complaints policy- available for parent/carers on request). If a member of staff thinks they are being bullied by another member of staff then there is a whistle blowing policy which all staff know of and can follow.

This policy should be read in conjunction with our Behaviour Policy and RHSE/Life Skills Policy

This policy will be reviewed in full by the Governing Board on an annual basis. This policy was uploaded to Governor Hub in November 2023, to be ratified at the next meeting of the LGB. It is due for review in November 2025.