

Norwich Steiner School

Anti-Bullying Policy

Reviewed February 2012

Anti-bullying policy-February 2012.doc

1. Aim

It is a basic entitlement of all children at Norwich Steiner School that they receive an education free from humiliation, oppression and abuse. The aim of the anti-bullying policy is to ensure that pupils learn in a supportive, caring and safe environment without fear of being bullied, and that staff are free from fear of bullying by pupils or by parents.

Throughout this policy the term 'parent' is used to mean a pupil's parent, carer or guardian.

2. Statutory duties of schools

All schools have 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 and pupils. Under the Education Inspections Bill 2006 the duties are extended to include preventing/responding to bullying that happens outside school, where it is reasonable to do so. Schools also have a duty to 'safeguard and promote the welfare of pupils' (Education Act 2002) and to ensure that children and young people are safe from bullying and discrimination (Children Act 2004).

Government guidance advises that the policy should also address the bullying of staff by pupils ('Safe to learn' DCSF 2007).

3. Scope of this policy and links to other policies

This policy includes:

- Bullying of pupils by pupils within school
- Bullying of and/or by pupils outside of school, where the school is aware of it
- Bullying of staff by pupils and parents within or outside school

Allegations about bullying of pupils by staff will be dealt with under the school's Safeguarding Policy.

This policy has links to the following school policies and procedures:

- Equality and diversity policy
- Behaviour & discipline policy
- Safeguarding (child protection) policy
- Parental concerns and complaints procedure

4. Definition

Norwich Steiner School has adopted the following definition of bullying:

“When a person’s or group of people’s behaviour, over a period of time, leaves someone feeling one or more of the following:

- Physically and/or mentally hurt or worried
- Unsafe and/or frightened
- Unable to do well and achieve
- ‘Badly different’, alone, unimportant and/or unvalued
- Unable to see a happy and exciting future for themselves

.....it **could** be bullying.

When a person, or group of people, has been made aware of the effects of their behaviour on another person, and they continue to behave in the same manner, this **is** bullying. “

If someone is made to feel like this, or if they think someone they knows feels like this, it should be investigated. This should happen straight away as it can take a long time to build up the courage to tell.

However, lots of things can make people/us feel bad, sometimes it depends on the situation we are in, and it is not always bullying. It is also important to note that children’s relationships to others in the school can vary tremendously. Children can be the best of friends one day and at loggerheads the next. Parents and staff therefore need to be aware that temporary breakdowns in relationships do not necessarily constitute bullying.

To take this into account, the following definition, adapted from one written by the Anti-bullying Alliance, is also useful:

Bullying is any behaviour by an individual or group that:

- Is meant to hurt –the person or people doing the bullying know what they are doing and mean to do it;
- Happens more than once –there will be a pattern of behaviour, not just a ‘one-off’ incident;
- Involves an imbalance of power –the person being bullied will usually find it very hard to defend themselves.

It can be:

- Physical, e.g. kicking, hitting, taking and damaging belongings
- Verbal, e.g. name calling, taunting, threats, offensive remarks
- Relational, e.g. spreading nasty stories, gossiping, excluding from social groups
- Cyber, e.g. texts, e-mails, picture/video clip bullying, Instant Messaging (IM)

Where individuals or groups bully different people, this will be seen as a pattern of bullying behaviour and treated as such.

Norwich Steiner School recognizes that bullying that is motivated by prejudice is a particular concern, for example racist, sexist and homophobic bullying and bullying related to perceptions about disability and/or special educational needs.

We aim to provide all staff with appropriate training in equality and diversity, so that they are equipped to tackle these issues on a wider scale as well as in relation to bullying.

Further details of our commitment to this can be found in our Equality and Diversity Policy.

5. Identifying and reporting concerns about bullying

All concerns about bullying will be taken seriously and investigated thoroughly. We are aware that pupils who are being bullied may not report it. However, we recognize that there may be changes in them if they are being bullied, including:

- Withdrawn behaviour
- Deterioration in work, including lacking concentration
- Erratic attendance or spurious illness
- Persistently arriving late at school or truanting
- General unhappiness or anxiety
- Clingy behaviour around adults
- Physical symptoms, including headaches, stomach aches, fainting fits, vomiting or hyperventilation.

School teaching and ancillary staff will be alert to the signs of bullying and act promptly and firmly against it in accordance with this policy.

Pupils who are bullying others also need support to help them understand and change their behaviour.

Pupils who are aware of bullying ('bystanders') can be a powerful force in helping to address it and will be encouraged to do so in a safe way.

All pupils will be encouraged to report bullying by:

- Talking to a member of staff of their choice
- Putting a note in an envelope in the letterbox or handing it in at reception
- Contacting local and national support agencies for advice/support (class 5 upwards)

Staff who are being bullied will be encouraged to report it to a colleague of their choice.

Parents will be encouraged to report concerns about bullying and to support the school in tackling it, either directly to the class teacher or by using the Parental Concerns and Complaints procedure.

6. Different Roles in Bullying that have been identified:

From DCSF guidance document (2007) *"Safe to Learn; embedding anti-bullying work in schools"*

The **Ring-Leader**, the person who through their social power can direct bullying activity.

Assistants/associates, who actively join in the bullying (sometimes because they are afraid of the ring leaders).

Reinforcers, who give positive feedback to the bully, perhaps by smiling or laughing.

Outsiders/bystanders, who stay back or stay silent and thereby appear to condone or collude with the bullying behaviour.

Defenders, who try and intervene to stop the bullying or comfort pupils who experience bullying.

It should be noted, however, that the same pupil can adopt different roles at different times, or indeed at the same time (a bullied pupil might be bullying another child at the same time, or a seeming “reinforcer” may become a “defender” when the bully is not around).

7. Responding to reports about bullying

a) If a pupil is bullying another pupil or member of staff:

The school will take the following steps:

- If bullying is suspected or reported, it will be dealt with immediately by the member of staff who has been made aware of it.
- A clear account of the concern will be recorded and given to the relevant class teacher and member of the administration or personnel team
- All accounts of the incident(s) will be listened to, including those of bystanders. Written records will be kept of all incidents and the response.
- The incident will be discussed, including the problems behind it and possible solutions with the victim and the bully. The victim should not be expected to attend a meeting where they have to face someone who is bullying them unless they are well supported and willing to do so. Both parties should be informed/reassured that the matter will be dealt with and that other teachers and the parents of those involved will be informed.

b) If a parent is bullying a member of staff

If the reported bullying involves a member of staff being bullied by a parent, the following procedure will occur:

- Designated trustee for staff support will be informed. If the member of staff belongs to a union, they will also be advised to utilize this route for support.
- The trustee will talk over the situation with all relevant parties; ascertain the problems behind it and discuss possible solutions with both the member of staff, and the parent.
- Until the situation is resolved, the member of staff should only meet with the parent (e.g. to discuss matters concerning the parent’s child) with the support and in the presence of another member of staff.
- Written records will be kept of all incidents and responses.

8. Action to be taken if bullying is found to have occurred:

1. Class teacher and, if required an appropriate colleague, to meet separately with parents of both the child who is being bullied and the bully to discuss the situation and possible solutions and actions that could be taken.
2. A short anti-bullying action plan should be produced in order to:
 - Address any specific issues;
 - Identify actions that are required so that the person being bullied can feel safe at school; this may involve restricting the movements and freedom of the bully if necessary;
 - Provide clarity amongst pupils, parents and staff about actions to be taken/followed;
3. Remind all the pupils in a class that they too must share the responsibility for caring for others; allowing something to happen is actually participation, although passive.

4. Follow up in the coming weeks and months by the class teacher and/or pastoral support group member in order to check bullying has not resumed.

9. How to support pupils who have bullied:

Pupils who have bullied will be helped if the class teacher is able to:

- Discuss with them what happened
- Discover why the pupil became involved /instigated the action
- Establish with the pupil the wrong doing and the need to change
- Inform parents to help change the attitude of the pupil
- Use specialist interventions or referrals to other agencies where appropriate.
- Apply sanctions as appropriate.

10. Sanctions may include the following:

- Official warning to cease bullying behaviour;
- Reduced freedom (due to lack of trust) – e.g. getting changed separately for games; walking only with the teacher between lessons or out to break time
- Tasks of value to the wider community of school children, such as helping to weed/water the vegetable gardens or young trees, thus providing an opportunity for reparation.
- Detention during morning or lunch-time breaks;
- After school detention (with 24 hours written notice given to parents);
- Exclusion from a school trip or other event, if not an essential part of the curriculum;
- Separation from group – either in the same classroom (ie desk away from any other child) or within another supervised room, for a day.
- Suspension for a fixed period.
- Permanent exclusion (particularly in the case of violent bullying)

11. Bullying that occurs outside school

If it is discovered that the bullying occurs outside school, in addition to discussions with the parents of the children concerned, the school may contact any other agencies as appropriate (e.g. youth clubs, transport providers, police) to provide information about the School's concerns and any actions being taken

12. Preventative measures

Where there is evidence of a culture of unkindness and the potential for bullying to develop, staff will work with their classes to raise awareness of the nature of bullying through inclusion in Ethics lessons, assemblies and informal discussion, as appropriate, in an attempt to eradicate such behaviour.

13. Monitoring, evaluation and review

A member of the teaching staff within the Collegiate will be identified to lead on the implementation of the policy and the school will review the policy annually and assess its implementation and effectiveness.

ANTI BULLYING CHARTER

We will not tolerate bullying

Bullying will be dealt with seriously

When we report bullying, staff will give us a fair hearing

We have the right to travel to and from school without being bullied

We will not put others down

We will not judge others by appearance

We will accept others regardless of race, religion, culture or disability

We are a telling school - bullying is too important not to report