

Ballywalter Primary School



Anti Bullying Policy

Approved by Board of Governors: Signed _____ Date _____

Reviewed: October 2017

DEFINITION

Bullying can be defined as deliberately hurtful behaviour, repeated over a period of time, which produces damaging or hurtful effects, physically or emotionally to any individual. It can be planned and organised or it may be unintentional. It may be perpetrated by individuals or by groups of pupils.

Bullying can take a number of forms including:

- Physical - eg. hitting or kicking
- Verbal - eg. name calling,
- Social - eg. excluding someone from a group
- Psychological - eg. causing loss of self esteem
- Cyberbullying – eg social networking sites, instant messaging, text messages etc
- Inciting others to bully
- Victimisation
- Homophobic bullying
- Transgender bullying

However it manifests itself, bullying will not be tolerated at Ballywalter Primary School.

AIMS AND OBJECTIVES

Ballywalter Primary School is opposed to bullying in all forms.

It is our aim

- To provide a safe and secure environment in which pupils are free from intimidation and fear.
- To foster values of tolerance and mutual self-respect through positive behaviour strategies underpinned by sound disciplinary procedures.
- To take seriously and thoroughly investigate any reported incidents.
- To act appropriately and proportionately taking all factors into consideration.
- To work in partnership with parents to promote a common value of mutual respect within the school community

PREVENTING BULLYING

Anyone who becomes the target of bullies should inform a member of staff.

The school recognises that an important element in preventing bullying is the pupils' willingness to tell. The school will communicate to pupils the importance of the principle that 'it is right to tell' and that what they say will be taken seriously.

This will be promoted through-

- A curriculum-based learning programme from Primary 1- Primary 7

- Encouraging pupils to be vigilant in all areas of the school
- Identifying pupils who could befriend vulnerable children - Playground Buddy System, class mentors etc
- Regular class Circle Time
- Pastoral Care Liaison Programme, led by Mrs Craig

SIGNS AND SYMPTOMS OF BULLYING

We recognise that signs of bullying will manifest differently depending on the individual. It is important, however, that parents and school staff are aware of the signs and symptoms associated with bullying so that they can identify possible problems as early as possible. The more common signs may include:

- Physical signs e.g. physical injuries, damaged clothing or belongings with no reasonable explanation
- Emotional signs e.g. apparent changes in personality, mood swings, constant anxiety or nervousness, tearfulness, negative self image, defensiveness, generally unhappy
- Behavioural signs e.g. child becomes withdrawn, frequent unexplained absences, poor concentration, disruptive or challenging behaviour, child wanting to remain with adults
- General signs e.g. avoids entering/leaving school, appears tired and lethargic, frequently 'lose' possessions, deterioration in child's work

RESPONDING TO BULLYING.

It is important to note that when bullying situations occur, circumstances and personalities will vary. We recognise that isolated incidents may not constitute bullying behaviour. Therefore, the school will attempt to deal with problems accordingly, both supporting the victim and using strategies to help the bully change his or her attitude and engage in more acceptable behaviours. When an incident occurs it will be fully investigated to ascertain the truth. Where it is proven that a child has been bullying another pupil, sanctions will be imposed in accordance with the school's discipline policy, taking into account the age and maturity of the child.

If the school finds that the situation has not been resolved by following this process or if the bullying behaviour continues, we may consider:

- Contacting the parents to arrange a meeting
- Contacting outside agencies to come into school and work with children to resolve issues

STRATEGIES TO COMBAT BULLYING

The school will employ the following strategies within school to promote awareness of bullying and address any incidents which may arise:

- Teaching Programme for Personal Development and Mutual Understanding (PDMU)
- Pastoral Care programmes such as the 'Helping Hands' scheme
- Positive reinforcement of appropriate behaviours
- Befriending using pupil volunteers
- Buddy System
- Anti Bullying Code
- Mediation by adults – members of staff can assist pupils to set ground rules for behaviour
- Involvement with external agencies eg 'Familyworks' counselling services
- Formal discipline methods as set out in the school's discipline policy

ROLES AND RESPONSIBILITIES

It is important that all individuals recognise their responsibilities in implementing the anti-bullying policy.

School Member	Responsibilities
<p align="center">TEACHING STAFF</p>	<ul style="list-style-type: none"> ▪ Demonstrate by example the high standards of personal and social behaviour we expect of our pupils. ▪ Discuss bullying with all classes, so that every pupil learns about the damage it causes to both the child who is bullied and to the bully, and the importance of telling the teacher about bullying when it happens. ▪ Be alert to signs of distress and other possible indications of bullying. ▪ Listen to children who have been bullied, take what they say seriously and act to support and protect them. ▪ Record minor incidents on Incident Form and provide Pastoral Care Coordinator with copy to monitor patterns of concern. ▪ Record incidents of bullying on Bullying Incident Form and provide Pastoral Care Coordinator with copy. ▪ Report suspected cases of bullying to Principal ▪ Follow up any complaint by a parent about bullying, and report back promptly and fully on the action which has been taken. ▪ Deal with observed instances of bullying promptly and effectively, in accordance with agreed procedures. ▪ Attend in-service training on bullying and related issues. ▪ Be familiar with the school anti-bullying policy and be aware of current educational research and initiatives related to these issues. ▪ Adhere to the school policy of confidentiality
<p align="center">AUXILIARY STAFF</p>	<ul style="list-style-type: none"> ▪ Demonstrate by example the high standards of personal and social behaviour we expect of our pupils. ▪ Be alert to signs of distress and other possible indications of bullying. ▪ Listen to children who have been bullied, take what they say seriously and act to support and protect them. ▪ Report all incidents to the class teacher or Principal if class teacher is not available ▪ Attend training as required ▪ Follow school procedures in relation to witnessing a bullying incident, dealing with a disclosure from a child and dealing with parents who may approach them about bullying ▪ Adhere to the school policy of confidentiality
<p align="center">PASTORAL CARE COORDINATOR</p>	<ul style="list-style-type: none"> ▪ Attend all relevant courses and disseminate to colleagues ▪ Ensure auxiliary staff have adequate training in anti bullying procedures ▪ Foster effective communication between school and home ▪ Raise awareness of bullying and the role parents can play in its prevention ▪ Adhere to the school policy of confidentiality ▪ Monitor minor incidents and look out for concerning behaviour patterns. ▪ Monitor bullying incidents and support class teacher in dealing with issues of bullying.

School Member	Responsibilities
PRINCIPAL	<ul style="list-style-type: none"> ▪ Facilitate staff briefings and in-service training ▪ Highlight bullying as a relevant and regular item on the agenda for staff briefings ▪ Ensure that the policy is a living document which is communicated to the school community ▪ Facilitating regular monitoring and review of anti bullying procedures ▪ Foster effective communication between school and home ▪ Make available to parents the school's policy statement on Anti-bullying ▪ Adhere to the school policy of confidentiality
SMT / GOVERNORS	<ul style="list-style-type: none"> ▪ Be familiar with school policies and procedures ▪ Ensure that all policies and procedures are implemented and reviewed as appropriate ▪ Support staff and parents in the implementation of the policy and procedures ▪ Deal with issues fairly in accordance with legislation and SEELB guidelines ▪ Consult with external agencies (where appropriate), including Educational Welfare and PSNI ▪ Adhere to the school policy of confidentiality
PARENTS	<ul style="list-style-type: none"> ▪ Watch for signs of distress or unusual behaviour in their children, which might be evidence of bullying. ▪ Report any concerns to the school. ▪ Advise their children to report any bullying to a member of staff ▪ Explain the implications of allowing the bullying to continue unchecked, for themselves and for other pupils. ▪ Inform their children not to retaliate to any form of bullying in accordance with the school's behaviour policy. ▪ Work in partnership with the school and respect the sanctions imposed (in accordance with the school discipline policy) to promote positive resolutions. ▪ Understand that isolated incidents may not always constitute bullying ▪ Actively encourage their child to be a positive member of the school community. ▪ Give their child lots of praise and encouragement when they are being kind and considerate to others.
PUPILS	<ul style="list-style-type: none"> ▪ Act in a respectful and supportive manner to fellow pupils. ▪ Refrain from becoming involved in any kind of bullying ▪ Understand that isolated incidents may not always constitute bullying ▪ Refrain from retaliating to any form of bullying ▪ Intervene to protect a pupil who is being bullied, unless it is unsafe to do so. ▪ Report to a member of staff any witnessed or suspected instances of bullying, to dispel any climate of secrecy and help to prevent further instances.

INCIDENTS OUTSIDE THE SCHOOL

Bullying behaviour can take place both inside and outside of school. Bullying which occurs outside of school hours or off the school premises can impact on the school day, and have implications for the parties involved when they are in school. Examples of bullying outside school may include incidents of cyberbullying; verbal or physical incidents that occur on the way to and from school; and any arguments between peers outside of school that can lead to bullying behaviour. There may also be additional problems in families and the wider community that have an impact on bullying behaviour in school, such as a climate of harassment, family feuding, domestic violence and other related behaviours.

Ballywalter Primary School is unable to deal directly with incidents that occur outside the remit of the school, that is, incidents that occur after the end of the school day, or those that occur outside the school premises. Ballywalter Primary School has a duty of care to all its pupils and will remain neutral in all issues regarding bullying outside school. However, the school still encourages victims not to 'suffer in silence' and would encourage parents to make the school aware of any incidents that occur outside of school. We will always listen to parental concerns and will be vigilant in school for any behaviour which may be triggered by issues happening outside school. Any incidents which may be perceived as cyber bullying will be brought to parents' attention.

The school may also advise the parents involved on appropriate courses of action to deal with serious incidents outside school including local community police or other external agencies.

ADULT BULLYING

Adults may also behave in inappropriate ways towards each other. This may include incidents between staff, parents or between staff and parents.

Parental disputes can result in parents confronting each other in the school grounds, inappropriate verbal exchanges between adults in front of pupils and even physical violence. Such behaviour is not acceptable on the school grounds and will not be tolerated. Such incidents will be reported to the Principal and the Board of Governors and may result in the parents being refused entry to the school grounds.

The Senior Management and Governors of the school strive to support the health and well being of all members of the staff team and will investigate all reports/incidents of adult bullying between staff and parents. Staff members suffering from or concerned about bullying will also be advised to contact their trade union or professional association for support and advice.

MONITORING AND REVIEW

This policy is a living document and is reviewed constantly as we assess the effectiveness of our aims. This may result in a change of organisation, method or content as required for individual circumstance. It will be maintained regularly through our wall displays, curricular programmes and pastoral care family liaison scheme. It will be a regular item on the school council agenda and at staff and Governors' meetings. Its effectiveness will be monitored through stakeholder

questionnaires and through formal and informal consultations with parents. The policy and procedures will be reviewed annually.



Ballywalter Primary School – Bullying Incident Report

Child's Name _____ Class _____

Date _____ Location _____

Staff Present _____

Details of incident:

Action taken:



Ballywalter Primary School – Bullying Monitoring Form

School Voice: What action has been taken to resolve the problem and how effective has it been?

Pupil Voice: How well did we deal with the problem? How do you feel now?

Parent Voice: How satisfied are you with the way in which the situation has been dealt with?



Ballywalter Primary School – Incident Report

Child's Name _____ Class _____

Please write the date and some brief details about the incident:

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If you have recorded three incidents on this form please pass a copy to